

Occupational Outlook



Mother Lode Consortium
1997

OCCUPATIONAL OUTLOOK **and** **Training Directory**

Mother Lode Consortium
1997

Amador
Calaveras
Mariposa
Tuolumne
Counties

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A California Cooperative Occupational Information System (CCOIS) labor market information report of selected occupations sponsored by the Mother Lode Consortium Private Industry Council; the State of California Employment Development Department (EDD), Labor Market Information Division; and the California Occupational Information Coordinating Committee.



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The Mission of Mother Lode Job Training

- *Provide quality employment training services to individuals*
- *Provide local employers with individuals who are ready for work or training*
- *Work in partnership with other community resources to build a quality workforce, and*
- *Provide a work environment that enables staff to excel*

Acknowledgments

We are grateful to those who have helped with this project during the last nine years.

To Amador, Calaveras, Mariposa, and Tuolumne counties' employers who respond promptly to our surveys

To community members who attend our meetings and who provide valuable guidance and information as members of our Local Advisory Committee

To our Private Industry Council members who continuously give their support to the program

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All of us from Mother Lode Job Training hope you find this report useful.

Maria Robinson
CCOIS Program Coordinator

November 1997

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Introduction

This report presents the 1997 findings of the California Cooperative Occupational Information System. Mother Lode Job Training (MLJT) conducts this project in partnership with the State of California Employment Development Department (EDD). The survey area for this study covers Amador, Calaveras, Mariposa, and Tuolumne counties.

PURPOSE

The goal of the CCOIS program is to help match employers' hiring needs with job seekers' skills. The purpose of this **Occupational Outlook Report** is to provide information for labor market decisions, including personnel management and career/vocational training program planning. Not all occupations included may be suitable for training at this time. The Supply/Demand statements should be weighed before training decisions are made. Also, omission of an occupation from this report does not imply that training for that occupation is not appropriate.

Labor market information is a guide when making labor market decisions, not the absolute answer. When making labor market decisions, users of labor market information should consider changes which occurred in the local economy after data collection. These changes might be new industries and businesses, plant closures, layoffs, recessions and other economic fluctuations.

POSSIBLE USES FOR THIS REPORT

The occupational summaries presented are designed to be used for

Career Counseling	Career counselors and job seekers can use this local information regarding employer requirements and preferences when making occupational choices.
Placement and Job Development	Job counselors and job developers can use the supply/demand information to assist job seekers make decisions about occupations appropriate for their skills, abilities, education and needs.
Vocational Program Planning	Local planners can use the supply/demand data, occupational size, and expected growth rate information for planning and developing training programs.
Curriculum Design	Training providers can use information about employers' requirements regarding the type of skills training they expect new employees to receive from vocational training programs.
Economic Development	Local governments and economic development agencies can use the supply/demand, occupational size, expected growth rates, and wage data information to determine Mother Lode counties' suitability for business growth and development.

Introduction, continued

Program Marketing

Schools and other local training providers can market training programs more effectively by informing students, employers, and other members of the community that training programs are developed using reliable, locally-developed occupational data.

Wage Comparison

Although it is not intended as an official wage survey, the wages presented in this report have been useful to employers in providing comparative information concerning local wage rates in particular occupations.

EMPLOYER NEEDS

The LMI program meets employers' needs by ensuring that training providers keep abreast of local employers' hiring requirements. Also, if employers are to remain competitive, they must be aware of local wage and fringe benefit packages.

SELECTION OF OCCUPATIONS

Local users of labor market information helped select the occupations for survey at Mother Lode Job Training's annual community meeting. Among the participants were teachers, counselors, and administrators from Columbia College and high school vocational programs, Regional Occupational Programs, Department of Social Services GAIN program, economic development companies, employment and training, Employment Development Department, and employers. The final selection was made by the Local CCOIS Advisory Committee made up of representatives from the agencies and schools named above.

LIST OF OCCUPATIONS

The following pages list the occupations studied this year, and all the occupations studied from 1990 through 1997.

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1997 Occupations Surveyed

Automotive Mechanics
Cooks - Short Order
Dieticians and Nutritionists
Dispatchers - Police, Fire, and Ambulance
Emergency Medical Technicians - I
Emergency Medical Technicians - Paramedic
Guards and Watch Guards
Insurance Policy Processing Clerks
Loan and Credit Clerks
Nursery Workers
Pest Controllers and Assistants
Reporters and Correspondents
Salespersons - Retail (Except Vehicle Sales)
Secretaries, Medical
Surgical Technicians
Teachers - Elementary
Teachers - Secondary
Tree Trimmers
Veterinary Assistants
Veterinary Technicians and Technologists
Welfare Eligibility Workers and Interviewers

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SURVEYED OCCUPATIONS IN ALPHABETICAL ORDER, 1990-1997

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Automotive Body, Related Repairers, 1992
Automotive Mechanics, 1990, 1993, 1997
Bartenders, 1993
Bookkeeping, Acc'ting/Auditing Clerks, 1990, 1993
Bus Drivers, School, 1991
Butchers and Meat Cutters, 1991
Cabinet Makers, Bench Carpenters, 1991
Carpenters, 1990, 1995
Carpet Installers, 1993
Cashiers, 1990, 1996
Child Care Workers, 1991 Limited Survey, 1995
Computer Aided Design (CAD) Technicians, 1995
Computer & Software Support Technicians, 1995
Computer Programmers, 1994
Concrete & Terrazzo Finishers, 1993
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Cooks - Short Order, 1997
Cooks - Restaurant, 1990, 1994
Correctional Officers, Jailers, 1991, 1996
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Dieticians and Nutritionists, 1997
Dispatchers - Police, Fire, & Ambulance, 1997
Drafters, 1991
Drywall Installers, 1993
Electrical and Electronic Engineers, 1995
Electrical/Electronic Engineering Technicians, 1993
Electricians, 1992
Electronic, Electrical Assemblers, 1991, 1996
Emergency Medical Technicians - I, 1997
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Financial Managers, 1996
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Food Preparation Workers, 1990, 1996
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Forest & Conservation Workers, 1993
Gardeners, Groundskeepers, 1991, 1995
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Instructional Aides, 1995
Insurance Policy Processing Clerks, 1991, 1997
Janitors & Cleaners, 1990, 1996
LAN/WAN(Local/Wide Area) Network Mgrs, 1996
Legal Secretaries, 1991
Licensed Vocational Nurses, 1990, 1994
Loan and Credit Clerks, 1991, 1997
Lodging Managers, 1996
Machine Tool Cutters/Tenders, Metal/Plastic, 1992
Machinists, 1996
Maids and Housekeeping Cleaners, 1996
Maintenance Repairers, General Utility, 1990, 1996
Medical/Clinical Lab Techs, 1992,(Limited Survey)
Medical Assistants, 1991, 1995
Medical Machine Transcribers, 1993
Medical Record Technicians, 1992
Mobile Heavy Equipment Mechanics, 1990
Nurse Aides, 1994
Nurse Aides, Orderlies, & Attendants, 1990
Nursery Workers, 1997
Operating Engineers, 1990, 1996
Opticians, Dispensing and Measuring, 1994
Painters, Paperhangers, Construction, 1991
Paralegal Personnel, 1995
Paving, Surfacing, Tamping Equip Operators, 1993
Payroll, Timekeeping Clerks, 1992
Personnel, Training & Labor Relations Mgrs, 1995
Pest Controllers & Assistants, 1993, 1997
Pharmacists, 1992
Pharmacy Technicians, 1995
Phlebotomist, 1994
Physical Therapists, 1992 (Limited Survey)
Physical Therapy Aides, 1995
Physical Therapy Assistants, 1995
Plumbers, Pipefitters, & Steamfitters, 1990
Police Patrol Officers, 1994
Radio and Television Broadcasting, 1991
Radiologic Technicians, Diagnostic, 1992, 1995
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Social Workers, 1991
Stock Clerks, Sales Floor, 1992
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Supervisors/Managwrs, Clerical/Administration Support, 1994
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Surgical Technicians, 1993, 1997
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Teacher Aides, Paraprofessional, 1990
Teachers - Elementary, 1992, 1997
Teachers - Preschool, 1993
Teachers - Secondary, 1992, 1997
Telephone/Cable TV Line Installers/Repairers, 1996
Tellers, 1990
Title Searchers, 1992
Traffic, Shipping, Receiving Clerks, 1992
Travel Agents, 1992
Tree Trimmers, 1997
Truck Drivers, Heavy, 1991, 1993, 1996
Truck Drivers, Light, 1990, 1995
Urban & Regional Planners, 1994
Veterinary Assistants, 1993, 1997
Veterinary Technicians/Technologists, 1993, 1997
Vocational & Educational Counselors, 1996
Waiters and Waitresses, 1990
Water Treatment Plant Operators, 1994
Welders & Cutters, 1994
Welfare Eligibility Workers/Interviewers, 1991, 1997
Wine Fermenters, 1995

Survey Methods

OCCUPATION SELECTION

To select the occupations, the local Program Coordinator

1. Reviews the occupational projection tables prepared by EDD. The tables show past, present, and future employment projections in each county by occupation. They also project the job growth rate.
2. Develops a preliminary list of occupations suitable for study. The jobs may show a strong projected growth rate, are expected to have sizeable replacement needs, or are requested locally.
3. Ensures that each occupation selected meets the program criteria and the Mother Lode Consortium Private Industry Council (PIC) Board standards. The occupations should
 - o Have a substantial employment base in the survey area
 - o Have a substantial number of projected job openings, and
 - o Have a potential salary of \$7 or more
 - o Meet a local need
4. Invites local users of labor market information to a community meeting at the beginning of the program. Participants learn about the CCOIS Program and give input on occupation selections. They may add some titles and drop others.
5. Uses information gathered at the meetings to choose a final set of occupations. EDD approves the list consisting of approximately twenty occupations for survey.
6. Defines each occupation using the Occupational Employment Statistics (OES) title and code number. If a selected occupation does not have an OES code number, an appropriate, modified DOT number is used.

DEFINITION OF OCCUPATION

An occupational definition describes the activities and functions of a worker. The CCOIS program uses the Occupational Employment Statistics (OES) classification. The U. S. Department of Labor, Bureau of Labor Statistics (BLS), developed this system and uses it nationwide to study industry staffing patterns.

Survey Methods, continued

EMPLOYER SAMPLE

After the occupations are selected, EDD develops a list of employers by occupation and industry.

An industry is a title for a group of firms that produces similar goods and services. Industries are classified by the Standard Industrial Classification (SIC). An industry title represents the economic activity of a firm. There are eleven major industry groups in the SIC: agriculture, forestry, and fishing; mining; construction; manufacturing; transportation, communications, electric, gas, and sanitary services; wholesale trade; retail trade; finance, insurance, and real estate; services; public administration; and non-classifiable establishments. Every firm in the state is classified in one or more of these categories by the products or services they produce.

To prepare a representative employer sample, EDD uses detailed data bases on employers and their occupational staffing within industries.

Local CCOIS staff review the sample prepared by EDD and, when appropriate, add or delete local firms' names to obtain a sample of suitable employers for each occupation. Staff obtain appropriate firm names from the "Confidential Listing of the Universe of Employers (CLUE)," created by CCOIS; from the Yellow Pages; and from other local employers. Employers' names, addresses, telephone numbers, contact person, SIC code, account number, and the number of employees in the firm are added to the EDD sample.

QUESTIONNAIRE DEVELOPMENT

A basic questionnaire prepared by EDD's Labor Market Information Division in Sacramento is used for all occupations.

SURVEY PROCEDURES

To collect the information from employers and others, the local LMI staff used the following procedures:

1. The Program Coordinator chose a mail survey as an initial step of data collection. An employer who did not respond to the first questionnaire received a second one after ten working days. After a second deadline date, staff called the employer for the information if the questionnaire was needed to reach the response goal.
2. Prior to the first mailing, staff called each employer on EDD's list to verify if they hired in that occupation. They checked the company's name, address, telephone; and obtained the name of an appropriate contact person. Staff encouraged employers to participate in the program. Employers were eliminated from the list if they did not employ in the occupation.
3. The survey was started the first week of June, 1997, and completed the first week of September, 1997.
4. Staff reviewed the returned questionnaires for accuracy and completeness. If the answers were unclear or conflicted with other information, staff called the contact persons to get correct information.

Survey Methods, continued

5. If a sufficient number of responses (approximately 50 percent) could not be obtained, other employers were contacted.
6. If additional information about an occupation was needed, staff interviewed employers and persons from training schools and the community college.

TABULATION AND RESULTS

Local CCOIS staff entered survey responses (including responses to open-ended questions) into a database and tabulations were produced. From the tabulations, the Program Coordinator analyzed and prepared the final occupational summaries. EDD's Site Analyst reviewed and approved the final reports. Each occupational summary provides information on training and hiring requirements, size of the occupation, employment trends, supply/demand assessment, wages and fringe benefits, and other information.

Responses to open-ended questions were included in the summaries unless otherwise noted in the "Guide to Occupational Summaries" section.

The number of responses to those questions that were optional for employers to answer are shown after the section sub-heading. For example, "Out of 22 firms, 20 answered this question." If this statement is not shown after a sub-heading, the question was mandatory to answer; therefore, all employers responded.

Specific employer information is and will remain confidential.

Guide to Occupational Summaries

Following are key terms and descriptions of each section of the Occupational Summaries.

DESCRIPTION OF OCCUPATION

Descriptions are taken from the Occupational Employment Statistics (OES) Dictionary, published by the U. S. Department of Labor. If a surveyed occupation does not have an OES number, the description is taken from the Dictionary of Occupational Titles.

EDUCATION, TRAINING, AND EXPERIENCE

Education of recent hires indicates the level of formal education that most of the recently hired employees in the occupation have. Employers were asked to check one level of education only from the choices: less than high school, high school or equivalent, some college but no degree, Associate (2 year) degree, Bachelor (4 year) degree, or graduate study. All categories are included in the occupational summaries showing the percentage of responses.

Training shows the percentage of responding employers who stated they never, sometimes, usually, or always accept training as a substitute for experience. Employers were asked to describe what and how much training is needed. However, because few employers responded to the type and length of training required, this data was not included in the report.

Previous work experience shows the percentage of responding employers who stated they never, sometimes, usually, or always require previous work experience. It also shows the range of the amount of experience required. Because few employers state the type of experience required, this data is not included in the report.

Vocations requiring licensing or certification are shown in each summary when applicable. Licensing and certification information was taken from the California License Handbook, Fifth Edition, 1997.

EMPLOYMENT TRENDS, SIZE

This section shows whether responding employers expect the occupation's employment to decline, remain stable, or grow over the next three years. Percentages of each category's responses are shown in each occupational summary. The number of people hired with reasons for employment and the turnover rate during the last 12 months are also shown in each summary. Turnover is the number of employees leaving over the last 12 months divided by the number of jobs represented by the employers responding to the survey.

Size and growth rate of an occupation are taken from data prepared by EDD: Table 6, of the "Occupational Employment Projections, 1993-2000, Mother Lode Consortium," pages E-5 through E-12, of the **Projections and Planning Information, Tuolumne County**, published by State of California/Employment Development Department/Labor Market Information Division in the spring of 1996. Whenever an occupation was not listed in the "Projections," the words "Not Available" appear on the size and growth lines of the report. The terms **small**, **medium**, **large**, and **very large** used to describe the size refer to the estimated number of workers in the survey area. Occupational size in the Mother Lode Consortium is measured using the following scale:

Small	Less than 54
Medium	54 to 108
Large	109 to 235
Very large	236 and above

Guide to Summaries, *continued*

Growth rate describes the expected growth for the outlook period. One of several standard terms is used as follows:

Much faster than average	= 1.50 times average or more
Faster than average	= 1.10 to but not including 1.50 times average
Average	= .90 to but not including 1.10 times average
Slower than average	= Less than .90 times average
No significant change, or remain stable	
Slow decline	

SUPPLY AND DEMAND ASSESSMENT

The terms used in this section refer to the relative difficulty employers experience in locating qualified applicants for entry and experienced positions in the occupation.

Very difficult	Demand is considerably greater than supply of qualified applicants. Employers often cannot find qualified applicants when openings exist.
Somewhat difficult	Demand is somewhat greater than the supply of qualified applicants. Employers may have some difficulty finding qualified applicants at times.
A Little difficult	Supply is somewhat greater than demand for qualified applicants, and applicants may experience competition in job seeking.
Not difficult	Supply of qualified applicants is considerably greater than demand, creating a very competitive job market for applicants.

Supply and demand terms are listed separately for experienced and inexperienced workers unless the supply and demand is the same. In that case, the term applicant applies for both inexperienced and experienced workers.

IMPORTANT QUALIFICATIONS/SKILLS FOR JOB ENTRY

This section lists skills desired for each occupation. The data is taken from three sources. The primary source is LMID's skills database. The skills in the database are categorized as **technical**, **physical**, **personal**, and **basic**. Occasionally one or two categories were not shown on LMID's list and, therefore, not shown on the report. The second source is employers' responses to the question, "What type of **computer software skills**, if any, do you seek in applicants for this occupation?" Some responses to this question were grouped and included with LMID's skills and LMID's four database categories by the Program Coordinator (based on professional knowledge). The third source is employers' responses to the question, "Over the next three years, what **new skills** are needed to perform the functions of this occupation?"

Guide to Summaries, continued

WAGES

Wage information is obtained from employers' responses. Extreme wage responses, not representative of most employers, are omitted. Results are reported for three levels of experience defined as follows:

New to firm, no experience

Wage paid to persons trained but without paid experience in the occupation.

New to firm, experienced

Wage paid to journey-level or experienced persons just starting at the firm.

Three years with firm, experienced

Wages generally paid to persons with more than three years' journey-level experience at the firm

BENEFITS OFFERED

All categories are included in the summaries except the "other" category. Because almost all employers did not list an "other" benefit, none are shown in the summaries.

HOURS and GENDER

The average weekly hours shown are "weighted averages" by the number of employees. Gender information is taken from survey responses.

RECRUITMENT METHODS

Data is obtained from employer surveys and presented by percentage of responding employers for each recruitment method. All responses are reported including the "other" category.

WHERE THE JOBS ARE

This section lists the industries represented by the employers who responded to the survey. Industry titles are taken from the corresponding SIC codes shown in the "Numerical List of Short Titles" section of the **Standard Industrial Classification** Manual published in 1987. Whenever two or more industry titles were similar, the Program Coordinator (based on professional knowledge) combined the two titles into one to avoid redundancy.

PROMOTIONAL OPPORTUNITIES

Data is obtained from the responding employers who state promotional opportunities exist for the occupation. All responses are included in the summaries. Whenever the promotional job titles were similar, the Program Coordinator (based on professional knowledge) combined them to avoid redundancy.

RELATED DICTIONARY OF OCCUPATIONAL CODES and TITLES

DOTs listed are not taken from survey responses. Because the DOT uses a more detailed classification system than the OES, each OES-defined occupation can be matched to several related DOT-defined occupations. The DOT related occupation titles and codes are taken from the "OES to DOT Conversion" section of the **CCOIS Technical Guide Supplement** published by the State of California Employment Development Department. Only some of the more sizeable DOT-related occupations are listed for each surveyed occupation. The codes were selected based on the professional knowledge of the Program Coordinator.

Guide to Summaries, *continued*

ADDITIONAL INFORMATION

The references listed in the report are as follows:

California Occupational Guide (COG) Bulletin, published by the Labor Market Information Division, California State Employment Development Department. The **Guides** are also available through the LMID's home page on the Internet: **<http://www.calmis.cahwnet.gov>**.

Dictionary of Occupational Titles (DOT) 4th Edition, Revised 1991, JIST WORKS, INC., unabridged reprint compiled by the U. S. Department of Labor, Employment & Training Administration.

Occupational Outlook Handbook (OOH) 1996-97 Edition, JIST WORKS, INC., a reprint of the U. S. Department of Labor's Occupational Outlook Handbook, 1996-97 Edition.

California License Handbook, Fifth Edition, 1997, co-sponsored by the State of California, Governor Pete Wilson, California Trade & Commerce Agency, EDD, and the Department of Consumer Affairs.

Additional California labor market information and EDD services can be obtained through LMID's home page on the Internet: **<http://www.calmis.cahnet.gov>**.

KEY TERMS

When reference is made to “**all, almost all, most, many, some, or few**” of the survey respondents, the following guidelines apply:

All--100%

Almost All employers--80% up to but not including 100%

Most employers--60% up to but not including 80%

Many employers--40% up to but not including 60%

Some employers--20% up to but not including 40%

Few employers--less than 20%

Quick Reference

This section provides a summary of all the occupations surveyed from 1990 through 1997. It includes the year the occupation was studied, the size and growth trends projected by EDD, the hourly wages for the year surveyed, and the degree of competitiveness for the occupation according to employers' responses.

Very competitive or **competitive** means employers have no or little difficulty finding qualified applicants when an opening occurs. **Good** means employers may have some difficulty and **very good** means employers may have great difficulty finding qualified applicants when openings exist.

MOTHER LODE CONSORTIUM--SUMMARY OF WAGES AND SUPPLY/DEMAND

As Reported by Responding Employers
for 1990 through 1997 Surveys

Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
ACCOUNTANTS AND AUDITORS (1996) Size of Occupation: Large (190 to 225 by 2000) Growth Rate: Average	NON-UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-17.00 \$8.00-25.00 \$11.00-29.00 \$5.48-\$5.48 \$5.48-13.56 \$10.22-15.70	\$11.81 \$13.28 \$15.77 \$5.48 \$9.52 \$12.96	Competitive Competitive
AMUSEMENT & RECREATION ATTENDANTS (1992) Size of Occupation: Very large (211 and above by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-7.00 \$4.25-8.58 \$4.25-11.28	\$4.75 \$5.38 \$7.00	Very competitive Competitive
AUTOMOTIVE BODY REPAIRERS & RELATED REPAIRERS (1992) Size of Occupation: Small to Medium (40 to 50 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$4.25-10.00 \$6.00-16.00 \$9.80-17.33	\$5.25 \$10.50 \$13.50	Competitive Good
AUTOMOTIVE MECHANICS (1990) Size of Occupation: Very large (210 to 260 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-10.00 \$8.00-13.00 \$10.00-15.00	\$6.00 \$9.50 \$12.00	Good Very good
AUTOMOTIVE MECHANICS (1993) Size of Occupation: Very large (210 to 260 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-10.00 \$4.25-13.00 \$7.75-15.50	\$6.50 \$9.00 \$12.50	Very good Very good
AUTOMOTIVE MECHANICS (1997) Size of Occupation: Very large (211 to 255 by 2000) Growth Rate: Faster than average	NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-10.00 \$5.00-25.00 \$8.50-25.00 \$11.14-11.14 \$11.51-13.39 \$12.89-14.44	\$6.63 \$10.00 \$12.00 \$11.14 \$11.70 \$13.32	Good Good Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
BARTENDERS (1993) Size of Occupation: Very large (220 to 280 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	N/A	N/A	Good
	New Hires, Experienced	\$4.98-4.98	\$4.98	Good
	Experienced, 3 Years With Firm	\$8.44-8.44	\$8.44	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-7.80	\$5.00	Good
	New Hires, Experienced	\$4.50-7.80	\$5.75	Good
BOOKKEEPING, ACCOUNTING/AUDITING CLERKS, incl. Bookkeepers (1990) Size of Occupation: Very large (840 to 900 by 1996) Growth Rate: Slower than average	Experienced, 3 Years With Firm	\$5.00-8.50	\$7.00	
	New Hires, No Experience	\$4.25-7.00	\$5.90	Competitive
	New Hires, Experienced	\$4.25-8.50	\$6.75	Good
	Experienced, 3 Years With Firm	\$7.00-10.00	\$8.40	
BOOKKEEPING, ACCOUNTING/AUDITING CLERKS, incl. Bookkeepers (1993) Size of Occupation: Very large (840 to 900 by 1996) Growth Rate: Slower than average	New Hires, No Experience	\$5.00-7.75	\$6.00	Good
	New Hires, Experienced	\$5.00-9.00	\$7.00	Competitive
	Experienced, 3 Years With Firm	\$6.50-11.00	\$9.25	
BUS DRIVERS, SCHOOL (1991) Size of Occupation: Large (100 to 160 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$8.29-12.50	\$9.50	Competitive
	New Hires, Experience	\$8.71-13.50	\$9.42	Good
	Experienced, 3 Years With Firm	\$9.61-15.00	\$10.69	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$8.50-9.11	\$8.50	Competitive
	New Hires, Experienced	\$8.00-9.11	\$8.50	Good
BUTCHERS & MEAT CUTTERS (1991) Size of Occupation: Large (130 to 160 by 1996) Growth Rate: Average	Experienced, 3 Years With Firm	\$9.60-12.08	\$11.20	
	<u>UNION</u>			
	New Hires, No Experience	\$5.59-8.00	\$5.89	Competitive
	New Hires, Experience	\$5.59-10.00	\$7.13	Good
	Experienced, 3 Years With Firm	\$9.50-14.00	\$14.00	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-7.00	\$5.00	Competitive
	New Hires, Experienced	\$6.00-12.00	\$8.00	Good
	Experienced, 3 Years With Firm	\$8.50-15.00	\$11.00	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
CABINET MAKERS, BENCH CARPENTERS (1991) Size of Occupation: Medium (70 to 80 by 1996) Growth Rate: Slower than average	New Hires, No Experience	\$4.50-9.00	\$5.00	Competitive
	New Hires, Experienced	\$4.50-11.00	\$7.50	Good
	Experienced, 3 Years With Firm	\$8.00-15.00	\$10.00	
CARPENTERS (1990+A765) Size of Occupation: Very large (390 to 500 by 1996) Growth Rate: Faster than average	New Hires, No Experience	\$5.00-10.00	\$7.00	Competitive
	New Hires, Experienced	\$7.50-15.00	\$10.00	Good
	Experienced, 3 Years With Firm	\$10.00-16.50	\$15.00	
CARPENTERS (1995) Size of Occupation: Very large (265 - 290 by 1998) Growth Rate: Slower than average (but high turnover) (Union employers tend to pay at high end.)	<u>NON-UNION and UNION</u>			
	New Hires, No Experience	\$6.00-30.50	\$8.00	Good
	New Hires, Experience	\$8.00-30.50	\$12.00	Good
	Experienced, 3 Years With Firm	\$12.00-30.50	\$15.00	
CARPET INSTALLERS (1993) Size of Occupation: Small (23 to 40 by 1996) Growth Rate: Faster than average	New Hires, No Experience	\$5.50-6.00	\$5.75	Good
	New Hires, Experienced	\$7.00-20.00	\$9.00	Good
	Experienced, 3 Years With Firm	\$11.00-24.00	\$13.25	
CASHIERS (1990) Size of Occupation: Very large (1030 to 1310 by 1996) Growth Rate: Faster than average	<u>UNION</u>			
	New Hires, No Experience	\$4.25-7.43	\$5.59	Good
	New Hires, Experience	\$5.59-7.63	\$6.54	Good
	Experienced, 3 Years With Firm	\$7.63-13.98	\$9.15	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-5.50	\$4.50	Good
	New Hires, Experienced	\$4.50-8.00	\$5.00	Good
	Experienced, 3 Years With Firm	\$5.00-10.00	\$7.75	
CASHIERS (1996) Size of Occupation: Very Large (1040 to 1305 by 2000) Growth Rate: Faster than average	New Hires, No Experience	\$4.25-8.00	\$4.50	Good
	New Hires, Experienced	\$4.25-9.00	\$5.00	Good
	Experienced, 3 Years With Firm	\$6.00-12.00	\$6.88	
CHILD CARE WORKERS (1991) Size of Occupation: Medium (60 to 90 by 1996) Growth Rate: Much faster than average	New Hires, No Experience	\$4.25-10.00	\$4.40	Competitive
	New Hires, Experienced	\$4.75-10.00	\$6.00	Very Good
	Experienced, 3 Years With Firm	\$5.00-10.00	\$7.00	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
CHILD CARE WORKERS (1995) Size of Occupation: Medium (60 - 95 by 1998) Growth Rate: Faster than average (Union employers tend to pay at high end.)	<u>NON-UNION and UNION</u>			
	New Hires, No Experience	\$5.00-7.00	\$6.00	Good
	New Hires, Experience	\$6.00-8.00	\$6.66	Good
	Experienced, 3 Years With Firm	\$6.25-9.25	\$7.90	
COMPUTER AIDED DESIGN (CAD) TECHNICIANS (1995) Size of Occupation: Medium (65 - 70 by 1998) Growth Rate: Slower than average	<u>UNION</u>			
	New Hires, No Experience	\$10.54-11.00	\$10.77	Competitive
	New Hires, Experience	\$11.00-12.11	\$11.56	Good
	Experienced, 3 Years With Firm	\$12.73-14.02	\$13.38	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$6.00-12.00	\$8.50	Competitive
	New Hires, Experienced	\$7.50-18.25	\$9.00	Good
	Experienced, 3 Years With Firm	\$10.00-24.00	\$14.00	
COMPUTER & SOFTWARE SUPPORT TECHNICIANS (1995) Size of Occupation: Small Growth Rate: Remain stable (Union employers tend to pay at high end.)	<u>NON-UNION and UNION</u>			
	New Hires, No Experience	\$5.00-6.00	\$5.50	Good
	New Hires, Experience	\$8.00-19.25	\$13.42	Very good
	Experienced, 3 Years With Firm	\$12.00-23.50	\$16.25	
COMPUTER PROGRAMMERS, Including Aides (1994) Size of Occupation: Small (45 to 50 by 1998) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$10.54-18.00	\$13.34	Very Competitive
	New Hires, Experience	\$15.43-18.00	\$16.27	Good
	Experienced, 3 Years With Firm	\$17.86-19.75	\$17.97	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$7.20-7.20	\$7.20	Very competitive
	New Hires, Experienced	\$9.20-18.00	\$9.25	Good
	Experienced, 3 Years With Firm	\$13.00-20.20	\$20.20	
CONCRETE & TERRAZZO FINISHERS (1993) Size of Occupation: Medium (72 to 91 by 1996) Growth Rate: Average	New Hires, No Experience	\$5.00-6.00	\$5.50	Good
	New Hires, Experienced	\$8.00-15.00	\$10.00	Good
	Experienced, 3 Years With Firm	\$10.00-19.00	\$12.00	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
COOKS, INSTITUTION OR CAFETERIA (1996) Size of Occupation: Large (200 to 225 by 2000) Growth Rate: Slower than average	<u>UNION</u>			
	New Hires, No Experience	\$6.00-11.00	\$8.62	Competitive
	New Hires, Experience	\$6.00-14.01	\$9.58	Good
	Experienced, 3 Years With Firm	\$7.20-17.34	\$10.72	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.25-9.50	\$6.50	Competitive
	New Hires, Experienced	\$6.50-10.00	\$7.50	Good
COOKS, RESTAURANT (1990) Size of Occupation: Very large (320 to 420 by 1996) Growth Rate: Faster than average	Experienced, 3 Years With Firm	\$7.00-11.25	\$8.50	
	New Hires, No Experience	\$4.25-6.50	\$5.00	Good
	New Hires, Experienced	\$4.25-8.00	\$6.00	Good
	Experienced, 3 Years With Firm	\$6.50-12.00	\$7.50	
COOKS, RESTAURANT (1994) Size of Occupation: Very large (320 to 365 by 1998) Growth Rate: Much faster than average	<u>UNION</u>			
	New Hires, No Experience	\$6.61-6.61	\$6.61	Competitive
	New Hires, Experience	\$6.61-6.61	\$6.61	Good
	Experienced, 3 Years With Firm	\$11.45-11.45	\$11.45	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-7.00	\$5.00	Competitive
	New Hires, Experienced	\$5.00-9.00	\$6.00	Good
COOKS - SHORT ORDER (1997) Size of Occupation: Large (106 to 136 by 2000) Growth Rate: Much faster than average	Experienced, 3 Years With Firm	\$6.00-12.00	\$8.00	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.00-8.00	\$6.00	Good
	New Hires, Experience	\$5.00-9.00	\$7.00	Good
	Experienced, 3 Years With Firm	\$7.00-12.00	\$10.00	
	<u>UNION</u>			
	New Hires, No Experience	\$5.82-5.82	\$5.82	Good
	New Hires, Experienced	\$5.82-5.82	\$5.82	Good
	Experienced, 3 Years With Firm	\$9.60-9.60	\$9.60	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
CORRECTION OFFICERS, JAILERS (1991) Size of Occupation: Very large (1000 to 1450 by 1996) Growth Rate: No significant change	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$9.53-14.42 \$9.53-14.42 \$11.59-18.92	\$10.88 \$10.88 \$18.02	Competitive Competitive
	<u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$9.76-9.76 \$9.76-9.76 \$10.76-10.76	\$9.76 \$9.76 \$10.76	Competitive Competitive
CORRECTIONAL OFFICERS, JAILERS (1996) Size of Occupation: Very large (1025 to 1400 by 2000) Growth Rate: Much faster than average	<u>UNION/NON-UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$10.00-13.50 \$10.00-15.75 \$12.00-22.25	\$11.56 \$13.58 \$18.21	Competitive Competitive
COUNTER & RENTAL CLERKS (1994) Size of Occupation: Medium (75 to 95 by 1998) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.50-7.00 \$4.50-8.00 \$5.50-11.50	\$5.00 \$5.00 \$7.00	Competitive Competitive
DATA PROCESSING EQUIPMENT REPAIRERS (1994) Size of Occupation: Information not available Growth Rate: Information not available	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$10.30-20.00 \$10.30-20.00 \$13.50-24.30	\$14.50 \$15.15 \$17.30	Good Good
	<u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-9.65 \$9.00-11.55 \$11.00-14.45	\$7.83 \$10.28 \$12.73	Good Good
DENTAL ASSISTANTS (1991) Size of Occupation: Large (70 to 100 by 1996) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-8.50 \$4.25-9.00 \$7.00-13.00	\$6.50 \$8.06 \$10.00	Competitive Good
DENTAL ASSISTANTS (1995) Size of Occupation: Medium (75 - 85 by 1998) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.50-10.00 \$6.50-10.50 \$8.50-14.00	\$7.50 \$9.00 \$10.75	Good Competitive

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
DENTAL HYGIENISTS (1992) Size of Occupation: Small to Medium (40 to 60 by 1996) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$20.00-33.00 \$22.00-35.00 \$22.50-45.50	\$25.63 \$26.88 \$30.00	Good Very Good
DIETICIANS AND NUTRITIONISTS (1997) Size of Occupation: Small (5 to 5 by 2000) Growth Rate: No significant change	<u>NON-UNION/UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$12.00-30.73 \$9.23-30.73 \$10.38-37.14	\$14.78 \$16.19 \$17.41	Good Good
DISPATCHERS - POLICE, FIRE AND AMBULANCE (1997) Size of Occupation: Small (29 to 33 by 2000) Growth Rate: Slower than Average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$8.30-11.76 \$9.00-11.76 \$12.68-14.41 \$6.00-10.51 \$6.50-10.51 \$8.30-12.20	\$9.71 \$10.73 \$13.18 \$8.26 \$8.51 \$10.25	Competitive Good Competitive Good
DRAFTERS (1991) Size of Occupation: Small (49 or less by 1996) Growth Rate: No significant change	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-10.00 \$7.00-10.00 \$8.00-20.00	\$6.75 \$6.75 \$11.25	Competitive Very Good
DRYWALL INSTALLERS (1993) Size of Occupation: Medium (52 to 65 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-7.00 \$7.00-15.00 \$13.00-20.00	\$6.00 \$12.00 \$15.00	Competitive Good
ELECTRICAL & ELECTRONIC ASSEMBLERS (1991) Size of Occupation: Large (100 to 210 by 1996) Growth Rate: Information not available	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-4.50 \$4.50-8.00 \$5.00-12.00	\$4.25 \$5.00 \$6.38	Competitive Good
ELECTRICAL & ELECTRONIC ASSEMBLERS (1996) Size of Occupation: Large (106 to 227) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-7.00 \$4.25-7.00 \$5.50-10.00	\$5.25 \$5.75 \$7.50	Competitive Good

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ELECTRICAL & ELECTRONIC ENGINEERS (1995) Size of Occupation: Medium (50 - 65 by 1998) Growth Rate: Much faster than average	New Hires, No Experience	\$6.00-10.00	\$9.00	Good
	New Hires, Experienced	\$7.00-26.50	\$12.00	Good
	Experienced, 3 Years With Firm	\$8.50-38.00	\$15.00	
ELECTRICAL & ELECTRONIC ENGINEERING TECHNICIANS (1993) Size of Occupation: Medium (40 to 60 by 1996) Growth Rate: Much faster than average	New Hires, No Experience	\$6.00-8.00	\$6.50	Good
	New Hires, Experienced	\$6.00-14.50	\$9.25	Good
	Experienced, 3 Years With Firm	\$8.00-16.00	\$12.00	
ELECTRICIANS (1992) Size of Occupation: Medium to large (90 to 110 by 1996) Growth Rate: Average	<u>UNION</u> New Hires, No Experience	\$8.50-13.62	\$11.06	Very competitive
	New Hires, Experience	\$8.00*-15.92	\$11.06	Good
	Experienced, 3 Years With Firm	\$12.00-18.43	\$13.19	
	<u>NON-UNION</u> New Hires, No Experience	\$5.00-12.50	\$9.00	Very competitive
	New Hires, Experienced	\$8.00-13.81	\$12.25	Good
	Experienced, 3 Years With Firm	\$13.81-25.00	\$15.00	
EMERGENCY MEDICAL TECHNICIANS - I (1997) Size of Occupation: Small (17 to 22 by 2000) Growth Rate: Much Faster than average	<u>NON-UNION</u> New Hires, No Experience	\$5.25-5.34	\$5.30	Competitive
	New Hires, Experience	\$5.34-8.00	\$5.50	Very competitive
	Experienced, 3 Years With Firm	\$5.88-11.33	\$6.90	
	<u>UNION</u> New Hires, No Experience	\$6.28-6.28	\$6.28	Competitive
	New Hires, Experienced	\$6.50-6.50	\$6.50	Very competitive
	Experienced, 3 Years With Firm	\$8.30-8.30	\$8.30	
EMERGENCY MEDICAL TECHNICIANS - PARAMEDIC (1997) Size of Occupation: Not available Growth Rate: Not available	<u>NON-UNION</u> New Hires, No Experience	\$7.00-15.37	\$8.01	Competitive
	New Hires, Experience	\$7.50-15.37	\$9.67	Very competitive
	Experienced, 3 Years With Firm	\$8.80-16.83	\$12.81	
	<u>UNION</u> New Hires, No Experience	N/A	N/A	
	New Hires, Experienced	\$8.30-8.30	\$8.30	Very competitive
	Experienced, 3 Years With Firm	\$11.59-11.59	\$11.59	

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FINANCIAL MANAGERS (1996) Size of Occupation: Very large (240 to 265 by 2000) Growth Rate: Slower than average	NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$8.75-31.25 \$11.00-32.75 \$14.50-33.75 N/A \$13.00-19.00 \$15.00-21.00	 \$16.87 \$19.25 \$21.65 N/A \$16.86 \$18.25	 Good Good N/A Good
FIREFIGHTERS (1990) Size of Occupation: Very large (210 to 270 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$1100-1800/mo \$1200-1800/mo \$1350-2000/mo	 N/A N/A N/A	 Competitive Good
FOOD PREPARATION WORKERS (1990) Size of Occupation: Very large (440 to 560 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$4.25-6.75 \$4.25-7.00 \$5.75-10.00	 \$4.75 \$5.00 \$7.00	 Competitive Good
FOOD PREPARATION WORKERS (1996) Size of Occupation: Very large (700 to 890 by 2000) Growth Rate: Faster than average	NON-UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$4.25-6.50 \$4.25-7.00 \$5.25-10.00 \$5.90-\$7.67 \$5.90-8.17 \$8.99-9.14	 \$4.43 \$5.66 \$7.19 \$7.40 \$8.15 \$9.00	 Competitive Competitive Competitive Competitive
FOOD SERVICE & LODGING MANAGERS (1990) Size of Occupation: Large (150 to 210 by 1996) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$4.25-8.50 \$5.00-10.00 \$6.00-12.00	 \$5.08 \$6.00 \$7.63	 Competitive Good
FOOD SERVICE MANAGERS (1993) Size of Occupation: Medium (57 to 73 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$5.00-8.50 \$5.00-14.75 \$7.00-15.00	 \$6.00 \$7.75 \$10.00	 Very good Very good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
FOREST & CONSERVATION WORKERS (1993) Size of Occupation: Very large (260 to 300 by 1996) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.50-7.75 \$7.00-12.50 \$7.85-12.75	\$7.25 \$8.25 \$9.60	Good Very good
GARDENERS, GROUNDSKEEPERS, excluding farm (1991) Size of Occupation: Very large (220 to 280 by 1996) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-12.94 \$4.25-13.51 \$5.00-15.52 \$4.45-8.76 \$4.65-8.77 \$5.00-10.00	\$6.76 \$6.94 \$8.22 \$5.00 \$5.00 \$7.75	Very competitive Good Very Competitive Good
GARDENERS, GROUNDSKEEPERS, excluding farm (1995) Size of Occupation: Large (220 -245 by 1998) Growth Rate: Average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$9.17-11.13 \$9.48-18.00 \$10.45-19.75 \$4.50-8.25 \$5.00-8.50 \$6.50-9.75	\$9.72 \$9.73 \$11.19 \$6.00 \$7.00 \$8.31	Competitive Competitive Competitive Competitive
GENERAL MANAGERS, TOP EXECUTIVES (1992) Size of Occupation: Very large (1010 to 1270 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$30,000-62,728/yr \$30,000-69,309/yr \$33,075-83,000/yr	\$45,000 \$48,000 \$52,800	Very competitive Good
GENERAL OFFICE CLERKS (1991) Size of Occupation: Very large (600 to 720 by 1996) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-8.55 \$4.25-9.01 \$6.50-10.50	\$6.50 \$7.00 \$8.21	Very competitive Competitive

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
GENERAL OFFICE CLERKS (1996) Size of Occupation: Very large (880 -1000 by 2000) Growth Rate: Slower than average	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.00-11.00	\$6.00	Competitive
	New Hires, Experience	\$5.50-11.00	\$7.00	Competitive
	Experienced, 3 Years With Firm	\$6.00-13.00	\$9.00	
	<u>UNION</u>			
	New Hires, No Experience	\$8.27-8.31	\$8.29	Competitive
	New Hires, Experienced	\$8.68-10.54	\$9.40	Competitive
	Experienced, 3 Years With Firm	\$9.13-13.33	\$11.50	
GLAZIERS (1993) Size of Occupation: Small (13 to 16 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	N/A	N/A	Competitive
	New Hires, Experience	\$20.40-20.40	\$20.40	Good
	Experienced, 3 Years With Firm	\$20.40-20.40	\$20.40	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.00-6.50	\$5.00	
	New Hires, Experienced	\$6.00-12.00	\$7.75	
	Experienced, 3 Years With Firm	\$9.00-15.00	\$11.00	
GUARDS, WATCHGUARDS (1992) Size of Occupation: Large (160 to 190 by 1996) Growth Rate: Slower than average	New Hires, No Experience	\$4.50-8.25	\$5.38	Very competitive
	New Hires, Experienced	\$4.50-10.00	\$5.50	Competitive
	Experienced, 3 Years With Firm	\$5.00-12.74	\$7.00	
GUARDS AND WATCHGUARDS (1997) Size of Occupation: Medium (83 to 98 by 2000) Growth Rate: Average	New Hires, No Experience	\$5.00-10.00	\$6.13	Competitive
	New Hires, Experienced	\$5.00-12.00	\$6.50	Competitive
	Experienced, 3 Years With Firm	\$5.79-16.00	\$7.50	
HAIRDRESSERS, HAIRSTYLISTS, COSMETOLOGISTS (1992) (Limited Survey) Size of Occupation: Medium (60 to 80 by 1996) Growth Rate: Faster than average	New Hires, No Experience	\$5,001-40,000+/yr	\$30,000+	N/A
	New Hires, Experienced			
	Experienced, 3 Years With Firm			

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
HEATING, AIR CONDITIONING/REFRIG MECHANICS/INSTALLERS (1992) Size of Occupation: Small to Medium (40 to 50 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$8.50-8.50	\$8.50	Competitive
	New Hires, Experience	\$8.50-8.50	\$8.50	Very good
	Experienced, 3 Years With Firm	\$13.50-13.50	\$13.50	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.00-8.50	\$7.00	Competitive
	New Hires, Experienced	\$8.00-19.50	\$9.00	Very good
	Experienced, 3 Years With Firm	\$10.00-19.50	\$12.50	
HEATING, AIR CONDITIONING/REFRIG MECHANICS/INSTALLERS (1995) Size of Occupation: Medium (65 - 75 by 1998) Growth Rate: Faster than average (Union employers tend to pay at high end.)	<u>NON-UNION and UNION</u>			
	New Hires, No Experience	\$6.00-9.00	\$7.50	N/A
	New Hires, Experience	\$8.00-14.00	\$10.00	Good
	Experienced, 3 Years With Firm	\$10.00-15.00	\$13.50	
HOME HEALTH CARE WORKERS (1990) Size of Occupation: Very large (200 to 300 by 1996) Growth Rate: Faster than average (State Dept of Health Svcs)	New Hires, No Experience	\$4.25-6.85	\$4.50	Very good
	New Hires, Experienced	\$4.25-6.85	\$5.00	Very good
	Experienced, 3 Years With Firm	\$4.25-7.00	\$5.88	
HOME HEALTH CARE WORKERS (1995) Size of Occupation: Very large Growth Rate: Remain stable (Union employers tend to pay at high end.)	<u>UNION</u>			
	New Hires, No Experience	\$4.50-8.00	\$6.60	Competitive
	New Hires, Experience	\$5.00-9.00	\$7.46	Competitive
	Experienced, 3 Years With Firm	\$6.00-10.00	\$8.00	
HOTEL DESK CLERKS (1992) Size of Occupation: Large (120 to 170 by 1996) Growth Rate: Much faster than average	<u>UNION</u>			
	New Hires, No Experience	\$5.02-5.02	\$5.02	Competitive
	New Hires, Experience	\$5.22-5.22	\$5.22	Good
	Experienced, 3 Years With Firm	\$9.47-9.47	\$9.47	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-6.00	\$5.00	Competitive
	New Hires, Experienced	\$4.25-6.50	\$5.50	Good
	Experienced, 3 Years With Firm	\$5.00-7.50	\$6.25	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
HUMAN SERVICE WORKERS (1994) Size of Occupation: Medium (65 to 75 by 1998) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$7.50-7.93 \$8.34-8.50 \$8.76-9.75 \$7.02-8.25 \$7.90-12.00 \$9.00-20.00	 \$7.72 \$8.42 \$9.26 \$8.00 \$9.78 \$12.03	 Good Very good Good Very good
INDUSTRIAL TRUCK & TRACTOR OPERATORS (1996) Size of Occupation: Large (120 to 135 by 2000) Growth Rate: Slower than average	<u>NON-UNION/UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$4.25-7.00 \$5.00-15.00 \$7.00-16.50	 \$5.25 \$9.00 \$9.00	 Competitive Good
INSTRUCTIONAL AIDES (1995) Size of Occupation: Very large (625 - 710 by 1998) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$6.49-9.13 \$6.49-9.13 \$8.07-10.00 \$5.75-9.25 \$5.75-9.25 \$7.25-11.75	 \$7.41 \$7.52 \$8.91 \$6.37 \$6.45 \$8.23	 Competitive Competitive Competitive Competitive
INSURANCE POLICY PROCESSING CLERKS (1991) Size of Occupation: Small (30 to 49 by 1996) Growth Rate: No significant change	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$4.25-10.59 \$5.00-10.59 \$6.00-16.00	 \$5.29 \$6.50 \$8.91	 Competitive Good
INSURANCE POLICY PROCESSING CLERKS (1997) Size of Occupation: Large (114 to 110 by 2000) Growth Rate: Slow decline	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$5.00-8.67 \$5.00-10.07 \$7.00-12.00	 \$6.92 \$7.96 \$9.48	 Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
JANITORS & CLEANERS, Excluding Maids & Housekeepers (1990) Size of Occupation: Very large (410 to 510 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$5.00-8.38	\$7.34	Competitive
	New Hires, Experience	\$5.00-8.85	\$7.98	Competitive
	Experienced, 3 Years With Firm	\$6.66-10.05	\$8.99	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.50-7.75	\$5.13	Competitive
	New Hires, Experienced	\$5.00-8.50	\$5.88	Competitive
JANITORS & CLEANERS, Excluding Maids & Housekeepers (1996) Size of Occupation: Very large (430 to 480 by 2000) Growth Rate: Slower than average	Experienced, 3 Years With Firm	\$5.25-9.75	\$6.75	
	<u>UNION</u>			
	New Hires, No Experience	\$6.03-12.04	\$9.01	Competitive
	New Hires, Experience	\$6.73-13.11	\$9.26	Competitive
	Experienced, 3 Years With Firm	\$7.67-14.18	\$9.76	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-8.75	\$5.00	Competitive
LAN/WAN NETWORK MANAGERS (1996) Size of Occupation: Not available Growth Rate: Not Available	New Hires, Experienced	\$4.25-10.00	\$7.80	Competitive
	Experienced, 3 Years With Firm	\$5.50-10.00	\$8.50	
	<u>UNION</u>			
	New Hires, No Experience	\$18.00-20.78	\$19.39	Very Good
	New Hires, Experience	\$16.01-20.78	\$19.39	Good
	Experienced, 3 Years With Firm	\$19.46-24.07	\$21.96	
	<u>NON-UNION</u>			
LEGAL SECRETARIES (1991) Size of Occupation: Small (30 to 40 by 1996) Growth Rate: Average	New Hires, No Experience	N/A	N/A	N/A
	New Hires, Experienced	\$11.25-19.25	\$13.84	Good
	Experienced, 3 Years With Firm	\$12.25-23.50	\$15.62	
	New Hires, No Experience	\$4.50-7.50	\$5.50	Competitive
	New Hires, Experienced	\$6.00-10.88	\$8.00	Good
	Experienced, 3 Years With Firm	\$6.50-13.61	\$9.50	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
LICENSED VOCATIONAL NURSES (1990) Size of Occupation: Large (130 to 160 by 1996) Growth Rate: Average	UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$7.70-8.96 \$8.46-9.41 \$9.35-10.89 \$5.50-10.50 \$6.00-10.50 \$7.50-12.00	\$8.33 \$8.93 \$10.12 \$6.88 \$8.00 \$9.00	Good Very good Good Very good
LICENSED VOCATIONAL NURSES (1994) Size of Occupation: Large (155 to 170 by 1998) Growth Rate: Average	UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$9.69-10.64 \$11.02-11.76 \$12.15-14.28 \$8.00-14.75 \$9.00-16.50 \$10.00-18.95	\$10.17 \$11.39 \$13.22 \$10.00 \$11.00 \$12.00	Good Good Good Good
LOAN & CREDIT CLERKS (1991) Size of Occupation: Medium (60 to 70 by 1996) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.75-9.41 \$5.50-13.45 \$6.00-20.17	\$6.00 \$8.24 \$9.00	Competitive Good
LOAN & CREDIT CLERKS (1997) Size of Occupation: Medium (65 to 66 by 2000) Growth Rate: No significant change	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-12.57 \$7.00-17.33 \$8.50-28.83	\$7.00 \$9.12 \$10.96	Competitive Good
LODGING MANAGERS (1996) Size of Occupation: Medium (90 to 100 by 2000) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.75-8.50 \$4.75-17.00 \$5.25-23.00	\$5.45 \$6.25 \$8.00	Good Good
MACHINE TOOL CUTTERS & TENDERS (1992) Size of Occupation: Small (40 to 50 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-7.00 \$6.50-16.85 \$9.00-19.25	\$6.25 \$8.25 \$13.00	Very Competitive Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
MACHINISTS (1996) Size of Occupation: Medium (75 to 80 by 2000) Growth Rate: Slower than average	NON-UNION/UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-8.00 \$8.00-16.50 \$11.00-16.50	\$7.00 \$11.00 \$14.50	Good Good
MAIDS AND HOUSEKEEPING CLEANERS (1996) Size of Occupation: Very large (645 to 750 by 2000) Growth Rate: Average	NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-5.50 \$4.50-5.50 \$5.25-8.00 \$5.80-8.20 \$5.80-8.61 \$7.00-9.97	\$4.58 \$5.00 \$6.00 \$7.00 \$7.21 \$8.49	Competitive Good Competitive Good
MAINTENANCE REPAIRERS, GENERAL UTILITY (1990) Size of Occupation: Very large (510 to 620 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-12.00 \$6.50-13.00 \$8.00-16.00	\$7.84 \$8.67 \$9.50	Competitive Good
MAINTENANCE REPAIRERS, General Utility (1996) Size of Occupation: Very large (580 to 695 by 2000) Growth Rate: Average	NON-UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.50-12.00 \$5.00-13.00 \$5.50-14.50 \$10.65-12.00 \$10.65-13.00 \$11.75-16.00	\$7.00 \$7.60 \$9.50 \$12.00 \$12.97 \$14.00	Competitive Competitive Competitive Competitive
MEDICAL ASSISTANTS (1991) Size of Occupation: Medium (60 to 90 by 1996) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-7.00 \$5.00-8.50 \$6.00-10.00	\$5.50 \$7.00 \$8.00	Competitive Good
MEDICAL ASSISTANTS (1995) Size of Occupation: Medium (60 - 65 by 1998) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-8.50 \$6.00-9.00 \$7.50-10.00	\$6.50 \$7.50 \$9.00	Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
MEDICAL & CLINICAL LABORATORY TECHNICIANS (1992) Size of Occupation: Small (20 to 45 by 1996) Growth Rate: Much faster than average	New Hires, No Experience	\$13.30-16.50	\$14.99	Good
	New Hires, Experienced	\$15.50-17.88	\$16.53	Good
	Experienced, 3 Years With Firm	\$17.09-19.00	\$18.05	
MEDICAL MACHINE TRANSCRIPTIONISTS (1993) Size of Occupation: Information not available Growth Rate: Information not available	New Hires, No Experience	\$6.00-9.00	\$7.50	Good
	New Hires, Experienced	\$6.75-10.00	\$7.75	Good
	Experienced, 3 Years With Firm	\$7.50-11.25	\$9.50	
MEDICAL RECORDS TECHNICIANS (1992) Size of Occupation: Small (30 to 50 by 1996) Growth Rate: Much faster than average	New Hires, No Experience	\$4.25-8.75	\$5.91	Competitive
	New Hires, Experienced	\$4.70-9.60	\$6.50	Competitive
	Experienced, 3 Years With Firm	\$5.50-10.50	\$7.57	
MOBILE HEAVY EQUIPMENT MECHANICS, except engines (1990) Size of Occupation: Large 80 to 100 by 1996 Growth Rate: Average	New Hires, No Experience	\$8.00-12.25	\$9.13	Good
	New Hires, Experienced	\$9.50-16.50	\$12.72	Very good
	Experienced, 3 Years With Firm	\$10.50-20.00	\$13.14	
NURSE AIDES (1994) Size of Occupation: Very large (305 to 340 by 1998) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$6.50-8.01	\$7.30	Competitive
	New Hires, Experience	\$6.50-8.85	\$7.30	Good
	Experienced, 3 Years With Firm	\$7.40-9.78	\$8.01	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$6.00-6.79	\$6.58	Competitive
	New Hires, Experienced	\$6.00-7.53	\$7.20	Good
	Experienced, 3 Years With Firm	\$7.00-8.50	\$8.09	
NURSE AIDES, ORDERLIES, & ATTENDANTS (1990) Size of Occupation: Very large (250 to 300 by 1996) Growth Rate: Slower than average	<u>UNION</u>			
	New Hires, No Experience	\$4.88-6.24	\$5.41	Good
	New Hires, Experience	\$5.07-6.56	\$5.66	Good
	Experienced, 3 Years With Firm	\$5.50-6.90	\$6.19	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.00-6.00	\$5.35	Good
	New Hires, Experienced	\$5.00-7.00	\$5.75	Good
	Experienced, 3 Years With Firm	\$5.25-7.25	\$6.00	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
NURSERY WORKERS (1997) Size of Occupation: Small (29 to 39 by 2000) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-7.00 \$5.50-7.50 \$7.50-10.00	\$5.38 \$6.00 \$7.75	Competitive Good
OPERATING ENGINEERS (1990) Size of Occupation: Very large (200 to 250 by 1996) Growth Rate: Average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$10.17-19.21 \$18.59-26.20 \$18.59-26.20 \$8.00-11.00 \$10.50-15.00 \$12.00-20.00	N/A N/A N/A \$8.63 \$12.07 \$14.80	Competitive Competitive Competitive
OPERATING ENGINEERS (1996) Size of Occupation: Very Large (228 and above) Growth Rate: Faster than average	<u>NON-UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$8.00-15.00 \$10.00-15.00 \$12.00-20.00 \$12.92 - 12.92 \$10.00-25.18 \$11.50-25.18	\$9.00 \$11.00 \$15.00 \$12.92 \$14.68 \$15.88	Competitive Good Competitive Good
OPTICIANS, DISPENSING & MEASURING (1994) Size of Occupation: Small (20 to 30 by 1998) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.50-6.95 \$6.00-10.40 \$7.50-10.00	\$5.75 \$7.00 \$8.00	Competitive Good
PAINTERS, CONSTRUCTION (1991) Size of Occupation: Large (100 to 120 by 1996) Growth Rate: Slower than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$8.50-10.78 \$8.50-17.82 \$11.50-19.65 \$4.75-8.00 \$7.00-10.00 \$10.00-14.00	\$9.64 \$17.00 \$18.65 \$6.00 \$7.75 \$12.00	Good Very good Good Very good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
PARALEGAL PERSONNEL (1995) Size of Occupation: Small (Not available) Growth Rate: Remain stable	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-12.00 \$6.25-13.00 \$8.25-14.50	\$8.50 \$10.00 \$12.00	Good Competitive
PAVING & TAMPING EQUIPMENT OPERATORS (1993) Size of Occupation: Large (120 to 160 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-8.00 \$7.00-15.00 \$10.00-15.00	\$7.00 \$10.00 \$11.00	Very good Very good
PAYROLL, TIMEKEEPING CLERKS (1992) Size of Occupation: Small (30 to 20 by 1996) Growth Rate: Slow decline	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.88-11.76 \$6.00-14.00 \$6.00-17.00	\$7.75 \$9.00 \$10.80	Competitive Competitive
PERSONNEL, TRAINING & LABOR RELATIONS MANAGERS (1995) Size of Occupation: Small (35 - 35 by 1998) Growth Rate: Remain stable (Union employers tend to pay at high end.)	<u>NON-UNION and UNION:</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$5.00-13.00 \$6.00-23.75 \$7.00-27.75	 \$9.03 \$15.89 \$18.73	Good Competitive
PEST CONTROLLERS & ASSISTANTS (1993) Size of Occupation: Information not available Growth Rate: Information not available	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-10.50 \$5.00-11.50 \$6.00-12.75	\$8.00 \$9.00 \$10.75	Very good Good
PEST CONTROLLERS & ASSISTANTS (1997) Size of Occupation: Information not available Growth Rate: Information not available	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-10.00 \$7.00-12.00 \$8.31-12.00	\$7.50 \$8.31 \$9.80	Very good Good
PHARMACISTS (1992) Size of Occupation: Medium (60 to 80 b6 1996) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$28.00-28.00 \$28.00-28.00 \$28.00-28.00 \$19.58-30.00 \$18.00*-35.00 \$18.00-35.00	 \$28.00 \$28.00 \$28.00 \$25.50 \$25.00 \$26.67	Good Very good Good Very good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
PHARMACY TECHNICIANS (1995) Size of Occupation: Small (30 - 40 by 1998) Growth Rate: Remain stable	<u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.25-9.00 \$6.00-10.00 \$9.95-12.00	\$8.00 \$7.88 \$10.75	Competitive Good
	<u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.50-8.00 \$6.50-10.25 \$8.00-12.25	\$7.25 \$8.75 \$11.50	Competitive Good
PHLEBOTOMISTS (1994) Size of Occupation: Information not available Growth Rate: Information not available	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$8.48-8.48 \$9.35-9.35 \$9.81-9.81	\$8.48 \$9.35 \$9.81	Good Good
	<u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.50-7.90 \$7.07-12.00 \$8.18-15.25	\$7.40 \$8.22 \$9.08	Good Good
PHYSICAL THERAPISTS (1992) Size of Occupation: Small (30 to 35 by 1996) Growth Rate: No significant change	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$16.71-35.00 \$12.05-35.00 \$19.25-35.00	\$17.30 \$19.97 \$20.00	Very good Very good
PHYSICAL THERAPY AIDES (1995) Size of Occupation: Small (40 - 45 by 1998) Growth Rate: Faster than average (Union employers tend to pay at high end.)	<u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-8.25 \$7.00-8.25 \$7.50-10.00	\$6.00 \$7.25 \$9.00	Good Good
PHYSICAL THERAPY ASSISTANTS (1995) Size of Occupation: Small (Projected size by 1998 not available) Growth Rate: Remain stable	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-20.00 \$7.00-22.00 \$10.00-22.00	\$9.00 \$11.00 \$13.00	Competitive Competitive

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
PLUMBERS, PIPEFITTERS, & STEAMFITTERS (1990) Size of Occupation: Large (80 to 100 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$10.15-10.15	\$10.15	Good
	New Hires, Experience	\$15.28-20.00	\$16.77	Good
	Experienced, 3 Years With Firm	\$16.77-20.00	\$17.56	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$5.50-10.25	\$7.50	Good
	New Hires, Experienced	\$6.00-12.00	\$10.00	Good
POLICE PATROL OFFICERS (1994) Size of Occupation: Medium (85 to 95 by 1996) Growth Rate: Average	Experienced, 3 Years With Firm	\$8.00-16.00	\$13.00	
	<u>UNION</u>			
	New Hires, No Experience	\$11.04-12.70	\$11.87	Very competitive
	New Hires, Experience	\$11.04-12.70	\$11.87	Good
	Experienced, 3 Years With Firm	\$12.17-13.45	\$12.70	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$10.25-10.25	\$10.25	Very competitive
RADIOLOGIC TECHNOLOGISTS, DIAGNOSTIC (1992) Size of Occupation: Small (20 to 40 by 1996) Growth Rate: Much faster than average	New Hires, Experienced	\$10.25-10.25	\$10.25	Good
	Experienced, 3 Years With Firm	\$14.25-14.25	\$14.25	
	<u>UNION</u>			
	New Hires, No Experience	\$13.00-13.00	\$13.00	Good
	New Hires, Experience	\$15.02-15.02	\$15.02	Very good
	Experienced, 3 Years With Firm	\$15.02-15.02	\$15.02	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$6.00-11.03	\$10.35	Good
	New Hires, Experienced	\$6.00-14.00	\$11.92	Very good
	Experienced, 3 Years With Firm	\$8.00-14.26	\$11.76	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
RADIOLOGIC TECHNOLOGISTS, DIAGNOSTIC (1995) Size of Occupation: Small (25 - 30 by 1998) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$15.00-15.00 \$16.35-17.00 \$19.25-20.00 \$6.50-12.75 \$7.00-14.25 \$8.50-16.00	 \$15.00 \$16.68 \$19.63 \$10.37 \$11.83 \$13.07	 Competitive Competitive Competitive Competitive
RECEPTIONISTS & INFORMATION CLERKS (1994) Size of Occupation: Very Large (225 to 290 by 1998) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$4.65-8.00 \$5.00-11.00 \$5.75-15.00	 \$6.25 \$7.50 \$9.00	 Competitive Good
REFUSE COLLECTORS (1993) Size of Occupation: Medium (50 to 70 by 1996) Growth Rate: Much faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$5.00-7.50 \$7.00-9.00 \$8.50-12.00	 \$7.00 \$7.50 \$10.00	 Competitive Very good
REGISTERED NURSES (1991) Size of Occupation: Very large (350 to 470 by 1996) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$14.71-16.04 \$15.71-17.61 \$17.27-20.68 \$7.74-15.00 \$8.50-17.15 \$9.00-20.00	 \$14.94 \$16.22 \$17.88 \$14.06 \$14.70 \$15.95	 Good Good Good Good
REGISTERED NURSES (1994) Size of Occupation: Very large (465 to 510 by 1998) Growth Rate: Average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	 \$14.30-28.63 \$16.52-28.63 \$19.27-33.14 \$10.00-33.00 \$10.00-33.00 \$11.50-33.50	 \$16.52 \$17.53 \$20.00 \$16.51 \$18.42 \$20.00	 Competitive Good Competitive Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
REPORTERS AND CORRESPONDENTS (1997) Size of Occupation: Small (26 to 30 by 2000) Growth Rate: Faster than average	<u>NON-UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-8.00 \$6.00-9.90 \$8.00-13.19 \$8.75-8.75 \$10.00-12.50 \$13.76-20.00	\$6.00 \$8.12 \$9.57 \$8.75 \$11.25 \$16.88	Good Good Good Good
RESPIRATORY CARE PRACTITIONERS (1992) Size of Occupation: Small Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$15.69-15.69 \$16.67-16.67 \$17.65-17.65 \$12.00-12.00 \$10.39-14.00 \$11.70-16.00	\$15.69 \$16.67 \$17.65 \$12.00 \$14.00 \$15.00	Competitive Good Competitive Good
ROOFERS (1993) Size of Occupation: Small (22 to 27 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-7.00 \$8.00-15.00 \$10.00-18.00	\$6.50 \$11.50 \$14.00	Good Good
SALES AGENTS, REAL ESTATE (1991) Size of Occupation: Very large (over 650) Growth Rate: Information not available	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$10,000-40,000/yr \$12,000-60,000/yr \$16,000-150,000/yr	\$20,000 \$33,000 \$50,000	Competitive Very good
SALESPERSONS, RETAIL, except vehicle sales (1990) Size of Occupation: Very large (900 to 1180 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-7.00 \$4.25-8.50 \$5.00-10.00	\$4.50 \$5.25 \$7.50	Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
SALESPERSONS, RETAIL, except vehicle sales (1994) Size of Occupation: Very large (1050 to 1285 by 1998) Growth Rate: Faster than average	UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.75-5.14 \$5.14-5.50 \$6.93-8.00 \$4.25-6.50 \$4.50-6.50 \$5.00-9.00	\$4.95 \$5.32 \$7.47 \$4.75 \$5.25 \$6.50	Very competitive Good Very competitive Good
SALESPERSONS, RETAIL, except vehicle sales (1997) Size of Occupation: Very large (1005 to 1244 by 2000) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$5.00-7.00 \$5.00-11.00 \$5.45-14.00	\$5.00 \$5.50 \$7.00	Competitive Good
SECRETARIES, GENERAL (1990) Size of Occupation: Very large (670 to 740 by 1996) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.50-9.00 \$5.00-9.75 \$6.50-11.00	\$6.50 \$7.13 \$9.30	Good Competitive
SECRETARIES, GENERAL (1996) Size of Occupation: Very large (545 to 575 by 2000) Growth Rate: Slower than average	NON-UNION/UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.50-10.25 \$4.50-11.50 \$6.00-14.00	\$6.50 \$7.66 \$9.11	Competitive Competitive
SECRETARIES, MEDICAL (1991) Size of Occupation: Medium (80 to 100 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-7.00 \$5.25-9.00 \$5.00-12.00	\$5.50 \$7.25 \$8.50	Competitive Good
SECRETARIES, MEDICAL (1997) Size of Occupation: Medium (71 to 81 by 2000) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-10.00 \$5.00-12.00 \$8.00-14.00	\$6.00 \$7.00 \$10.00	Good Good
SEPTIC TANK SERVICERS & SEWER PIPE SERVICERS (1995) Size of Occupation: Small (Projections to 1998 not available) Growth Rate: Remain Stable	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-10.00 \$5.00-12.00 \$12.00-20.00	\$8.00 \$10.00 \$13.00	Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
SHEET METAL WORKERS (1996) Size of Occupation: Not available Growth Rate: Not available	New Hires, No Experience	\$6.00-9.00	\$6.50	Good
	New Hires, Experienced	\$7.50-14.00	\$9.50	Good
	Experienced, 3 Years With Firm	\$9.00-20.00	\$12.00	
SHERIFF DEPUTIES (1991) Size of Occupation: Large (170 to 190 by 1996) Growth Rate: Slower than average	<u>UNION</u>			
	New Hires, No Experience	\$10.00-11.27	\$10.63	Competitive
	New Hires, Experience	\$11.75-13.76	\$12.75	Very good
	Experienced, 3 Years With Firm	\$12.75-13.76	\$13.25	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$10.63-10.80	\$10.71	Competitive
SHERIFF DEPUTIES (1994) Size of Occupation: Large 150 to 150 by 1998) Growth Rate: No significant change	New Hires, Experienced	\$10.80-11.16	\$10.98	Very good
	Experienced, 3 Years With Firm	\$11.90-12.31	\$12.10	
	<u>UNION</u>			
	New Hires, No Experience	\$11.35-12.50	\$12.00	Competitive
	New Hires, Experience	\$12.00-12.55	\$12.50	Good
	Experienced, 3 Years With Firm	\$13.75-15.00	\$13.87	
SOCIAL WORKERS, excluding medical and psychiatric (1991) Size of Occupation: Very large (290 to 370 by 1996) Growth Rate: Faster than average	<u>NON-UNION</u>			
	New Hires, No Experience	\$11.17-11.17	\$11.17	Competitive
	New Hires, Experienced	\$11.79-11.79	\$11.79	Good
	Experienced, 3 Years With Firm	\$14.33-14.33	\$14.33	
	New Hires, No Experience	\$7.20-18.50	\$8.82	Competitive
	New Hires, Experienced	\$7.20-23.84	\$9.33	Good
STOCK CLERKS, SALES FLOOR (1992) Size of Occupation: Very large (330 to 400 by 1996) Growth Rate: Average	Experienced, 3 Years With Firm	\$8.34-26.40	\$11.36	
	<u>UNION</u>			
	New Hires, No Experience	\$4.75-5.59	\$5.00	Competitive
	New Hires, Experience	\$4.75-5.59	\$4.75	Good
	Experienced, 3 Years With Firm	\$7.00-13.80	\$8.69	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.25-7.00	\$5.00	Competitive
	New Hires, Experienced	\$5.00-8.00	\$6.00	Good
	Experienced, 3 Years With Firm	\$6.00-14.16	\$9.00	

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
SUPERVISORS/MANAGERS, SALES (1992) Size of Occupation: Very large (330 to 400 by 1996) Growth Rate: Average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.50-11.52 \$6.50-20.00 \$8.00-30.00	\$9.31 \$10.30 \$13.27	Competitive Good
SUPERVISORS/MANAGERS, CLERICAL & ADMIN SUPPORT (1994) Size of Occupation: Large (75 to 200 by 1998) Growth Rate: Average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$8.76-8.76 \$9.21-9.21 \$9.68-9.68 \$7.00-19.78 \$7.00-20.00 \$8.00-23.00	\$8.76 \$9.21 \$9.68 \$11.00 \$11.00 \$11.78	Very competitive Good Very competitive Good
SUPERVISORS/MGRS, PRODUCTION & OPERATING WORKERS (1994) Size of Occupation: Small (55 to 55 by 1998) Growth Rate: No significant change	<u>UNION</u> New Hires, No Experience New Hires, Experience	\$7.00-8.00 \$8.00-20.00 \$8.50-23.00	\$8.00 \$14.50 \$17.00	N/A Good
SURGICAL TECHNICIANS (1993) Size of Occupation: Small (9 to 12 by 1996) Growth Rate: Faster than average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	N/A \$11.14-11.14 \$11.70-11.70 \$5.50-7.50 \$6.00-12.00 \$7.50-12.00	N/A \$11.14 \$11.70 \$6.50 \$8.00 \$11.50	Good Good Good Good
SURGICAL TECHNICIANS (1997) Size of Occupation: Small (14 to 18 by 2000) Growth Rate: Much faster than average	<u>NON-UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$8.00-10.29 \$9.00-11.82 \$11.50-12.30 \$8.63-8.63 \$11.41-11.41 \$12.61-12.61	\$9.96 \$10.47 \$11.57 \$8.63 \$11.41 \$12.61	Good Good Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
SURVEYING & MAPPING TECHNICIANS (1993) Size of Occupation: Small (27 to 34 by 1996) Growth Rate: Average	UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$8.70-8.70 \$10.17-13.50 \$11.52-15.75 \$7.00-9.00 \$7.00-15.00 \$8.00-22.00	\$8.70 \$11.84 \$13.64 \$8.00 \$10.00 \$13.50	Good Good Good Good
TEACHER AIDES, PARAPROFESSIONAL (1990) Size of Occupation: Large (91 to 195 by 1996) Growth Rate: Information not available	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.50-8.75 \$5.50-10.00 \$6.00-10.25	\$6.93 \$7.28 \$7.92	Competitive Competitive
TEACHERS, ELEMENTARY (1992) Size of Occupation: Very large (211 and above by 1996) Growth Rate: Information not available	UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$20,000-26,250/yr \$21,000-32,000/yr \$24,000-33,000/yr \$9,600-25,600/yr \$12,000-30,000/yr \$14,400-30,000/yr	\$23,000 \$26,000 \$28,000 \$22,000 \$25,000 \$27,000	Competitive Competitive Competitive Competitive
TEACHERS - ELEMENTARY (1997) Size of Occupation: Very large (874 to 980 by 2000) Growth Rate: Slower than average	UNION New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm NON-UNION New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$22,299-26,845/yr \$24,632-36,345/yr \$25,271-46,000/yr \$20,000-27,000/yr \$22,000-28,350/yr \$25,000-29,768/yr	\$25,000 \$27,598 \$31,000 \$23,500 \$25,175 \$27,384	Competitive Competitive Competitive Competitive
TEACHERS, PRESCHOOL (1993) Size of Occupation: Large (102 to 145 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-7.50 \$4.75-12.00 \$6.00-16.00	\$5.25 \$6.50 \$7.00	Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
TEACHERS, SECONDARY (1992) Size of Occupation: Very large (211 and above by 1996) Growth Rate: Information not available	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$22,000-25,000/yr \$25,000-38,400/yr \$25,000-42,000/yr \$20,000-25,000/yr \$25,000-35,000/yr \$25,000-40,000/yr	\$23,000 \$28,000 \$29,000 \$23,000 \$30,000 \$33,000	Competitive Competitive Competitive Competitive
TEACHERS - SECONDARY (1997) Size of Occupation: Very large (401 and 481 by 2000) Growth Rate: Average	<u>UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$23,100-28,800/yr \$26,000-35,600/yr \$26,000-41,000/yr \$24,000-26,014/yr \$27,598-32,000/yr \$29,429-36,345/yr	\$26,000 \$30,593 \$31,299 \$25,000 \$29,429 \$30,000	Good Competitive Good Competitive
TELEPHONE & CABLE TV LINE INSTALLERS & REPAIRERS (1996) Size of Occupation: Medium (75 by 2000) Growth Rate: Not available	<u>NON-UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm <u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$7.00-\$9.00 \$8.75-16.75 \$10.00-20.00 \$12.50-15.40 \$15.00-16.40 \$18.40-20.00	\$8.44 \$9.50 \$13.25 \$13.95 \$15.70 \$19.20	Competitive Good Competitive Good
TELLERS (1990) Size of Occupation: Very large (220 to 240 by 1996) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-8.50 \$5.00-9.25 \$5.50-10.00	\$5.91 \$6.50 \$7.42	Competitive Good
TITLE SEARCHERS (1992) Size of Occupation: Information not available Growth Rate: Information not available	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-8.24 \$5.18-11.18 \$7.53-14.00	\$6.10 \$8.82 \$11.18	Competitive Very good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
TRAFFIC, SHIPPING & RECEIVING CLERKS (1992) Size of Occupation: Large (190 to 200 by 1996) Growth Rate: Slower than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.25-6.50 \$4.75-12.62 \$6.00-13.48	\$5.00 \$6.00 \$8.00	Very competitive Good
TRAVEL AGENTS (1992) Size of Occupation: Small (30 to 40 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$4.50-6.00 \$5.00-8.00 \$6.00-8.00	\$5.00 \$6.00 \$7.00	Competitive Good
TREE TRIMMERS (1997) Size of Occupation: Information not available Growth Rate: Information not available	<u>NON-UNION/UNION</u> New Hires, No Experience New Hires, Experience Experienced, 3 Years With Firm	\$5.00-8.00 \$7.00-11.00 \$12.00-18.00	\$7.00 \$10.00 \$13.00	Good Very good
TRUCK DRIVERS, HEAVY (1991) Size of Occupation: Very large (310 to 400 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.00-12.50 \$7.00-14.10 \$8.55-16.47	\$9.00 \$10.00 \$11.35	Competitive Good
TRUCK DRIVERS, HEAVY (1993 update) Size of Occupation: Very large (310 to 400 by 1996) Growth Rate: Faster than average	New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$5.00-14.00 \$9.00-16.00 \$9.50-18.00	\$8.00 \$11.00 \$12.00	Good Good
TRUCK DRIVERS, HEAVY (1996) Size of Occupation: Very large (390 to 455 by 2000) Growth Rate: Average	<u>NON-UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm <u>UNION</u> New Hires, No Experience New Hires, Experienced Experienced, 3 Years With Firm	\$6.25-12.00 \$8.00-15.00 \$9.50-15.00 \$10.00-10.00 \$10.00-12.96 \$12.00-14.96	\$7.00 \$10.00 \$12.00 \$10.00 \$11.48 \$13.48	Good Good Good Good

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Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
TRUCK DRIVERS, LIGHT, Includes delivery and route workers (1990) Size of Occupation: Very large (200 to 250 by 1996) Growth Rate: Average	<u>UNION</u>			
	New Hires, No Experience	\$11.42-11.42	\$11.42	Good
	New Hires, Experience	\$11.42-11.42	\$11.42	Good
	Experienced, 3 Years With Firm	\$16.00-16.00	\$16.00	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$4.75-7.00	\$5.40	Good
	New Hires, Experienced	\$5.50-9.00	\$6.45	Good
	Experienced, 3 Years With Firm	\$6.00-9.25	\$8.00	
TRUCK DRIVERS, LIGHT, Includes delivery and route workers (1995) Size of Occupation: Very large (225 - 285 by 1998) Growth Rate: Average (Union employers tend to pay at high end.)	<u>NON-UNION and UNION</u>			
	New Hires, No Experience	\$4.75-12.50	\$6.00	Competitive
	New Hires, Experience	\$5.00-12.50	\$7.00	Competitive
	Experienced, 3 Years With Firm	\$5.50-19.00	\$9.00	
URBAN & REGIONAL PLANNERS (1994) Size of Occupation: Small (45 to 45 by 1996) Growth Rate: No significant change	<u>UNION</u>			
	New Hires, No Experience	\$10.80-12.74	\$12.00	Competitive
	New Hires, Experience	\$11.90-14.08	\$14.00	Good
	Experienced, 3 Years With Firm	\$12.00-15.55	\$15.00	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$12.00-12.00	\$12.00	Competitive
	New Hires, Experienced	\$14.45-21.65	\$15.00	Good
	Experienced, 3 Years With Firm	\$15.40-23.10	\$17.00	
VETERINARY ASSISTANTS (1993) Size of Occupation: Information not available Growth Rate: Information not available	New Hires, No Experience	\$4.25-6.50	\$5.00	Good
	New Hires, Experienced	\$5.00-9.00	\$5.50	Good
	Experienced, 3 Years With Firm	\$6.00-9.00	\$6.50	
VETERINARY ASSISTANTS (1997) Size of Occupation: Small (20 to 25 by 2000) Growth Rate: Faster than average	New Hires, No Experience	\$5.00-6.00	\$5.70	Good
	New Hires, Experienced	\$5.00-8.00	\$6.50	Good
	Experienced, 3 Years With Firm	\$6.00-10.00	\$7.50	

MOTHER LODE CONSORTIUM--SUMMARY OF WAGES AND SUPPLY/DEMAND

As Reported by Responding Employers
for 1990 through 1997 Surveys

Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
VETERINARY TECHNICIANS & TECHNOLOGISTS (1993) Size of Occupation: Information not available Growth Rate: Information not available	New Hires, No Experience	\$4.50-7.00	\$5.00	Good
	New Hires, Experienced	\$5.00-7.50	\$6.75	Very good
	Experienced, 3 Years With Firm	\$6.00-9.50	\$8.50	
VETERINARY TECHNICIANS & TECHNOLOGISTS (1997) Size of Occupation: Small (15 to 19 by 2000) Growth Rate: Information not available	New Hires, No Experience	\$5.00-9.00	\$6.50	Good
	New Hires, Experienced	\$7.00-10.00	\$7.75	Good
	Experienced, 3 Years With Firm	\$8.00-12.00	\$9.50	
VOCATIONAL & EDUCATIONAL COUNSELORS (1996) Size of Occupation: Medium (105 to 115 by 2000) Growth Rate: Slower than average	NON-UNION			
	New Hires, No Experience	\$7.00-11.75	\$9.23	Competitive
	New Hires, Experience	\$7.00-22.25	\$12.37	Good
	Experienced, 3 Years With Firm	\$7.75-27.50	\$16.47	
	UNION			
	New Hires, No Experience	\$13.43-13.64	\$13.53	Competitive
	New Hires, Experienced	\$9.50-15.81	\$13.43	Good
	Experienced, 3 Years With Firm	\$11.60-17.08	\$14.38	
WAITERS & WAITRESSES (1990) Size of Occupation: Very large (800 to 1040 by 1996) Growth Rate: Faster than average	New Hires, No Experience	\$4.25-4.50	\$4.25	Good
	New Hires, Experienced	\$4.25-5.00	\$4.25	Good
	Experienced, 3 Years With Firm	\$4.25-6.00	\$4.25	
WATER & LIQUID WASTE TREATMENT PLANT OPERATORS (1994) Size of Occupation: Small (50 to 50 by 1998) Growth Rate: No significant change	UNION			
	New Hires, No Experience	\$8.00-14.50	\$11.27	Competitive
	New Hires, Experience	\$8.50-14.50	\$12.73	Good
	Experienced, 3 Years With Firm	\$10.50-15.95	\$15.43	
	NON-UNION			
	New Hires, No Experience	\$5.00-12.50	\$8.50	Competitive
	New Hires, Experienced	\$6.50-14.00	\$9.00	Good
	Experienced, 3 Years With Firm	\$7.50-16.00	\$12.00	
WELDERS & CUTTERS (1994) Size of Occupation: Medium (75 to 80 by 1998) Growth Rate: Slower than average	New Hires, No Experience	\$4.50-7.00	\$5.75	Very good
	New Hires, Experienced	\$6.00-17.00	\$10.00	Good
	Experienced, 3 Years With Firm	\$8.00-20.00	\$14.00	

MOTHER LODE CONSORTIUM--SUMMARY OF WAGES AND SUPPLY/DEMAND

As Reported by Responding Employers
for 1990 through 1997 Surveys

Occupation, Year Surveyed, Size and Growth Rate (EDD Projections 1989-1996, 1992-1998, and 1993-2000)	Hourly Wage Range (year surveyed)		Median Wage	Job Opportunities
WELFARE ELIGIBILITY WORKERS & INTERVIEWERS (1991) Size of Occupation: Medium (100 to 120 by 1996) Growth Rate: Slower than average	<u>UNION</u>			
	New Hires, No Experience	\$7.46-7.46	\$7.46	Very competitive
	New Hires, Experience	\$7.06*-8.16	\$7.61	Good
	Experienced, 3 Years With Firm	\$9.00-9.40	\$9.20	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$7.85-9.05	\$8.45	Very competitive
	New Hires, Experienced	\$8.24-9.05	\$8.64	Good
WELFARE ELIGIBILITY WORKERS & INTERVIEWERS (1997) Size of Occupation: Medium (102 to 113 by 2000) Growth Rate: Slower than average	Experienced, 3 Years With Firm	\$9.07-10.85	\$9.96	
	<u>UNION</u>			
	New Hires, No Experience	\$8.54-9.57	\$9.34	Competitive
	New Hires, Experience	\$9.34-12.20	\$10.49	Competitive
	Experienced, 3 Years With Firm	\$10.81-12.64	\$11.94	
	<u>NON-UNION</u>			
	New Hires, No Experience	\$10.34-10.34	\$10.34	Competitive
WINE FERMENTERS (1995) Size of Occupation: Small (Projections to 1998 not available) Growth Rate: Remain stable	New Hires, Experienced	\$11.75-11.75	\$11.75	Competitive
	Experienced, 3 Years With Firm	\$13.61-13.61	\$13.61	
	New Hires, No Experience	\$5.50-13.00	\$7.00	Competitive
	New Hires, Experienced	\$6.00-14.00	\$7.50	Competitive
	Experienced, 3 Years With Firm	\$7.00-14.50	\$9.00	

Occupational Summaries

The twenty-one occupational summaries listed below appear in this section. Data for these occupations were collected the summer of 1997.

The occupations studied were selected by MLJT and community members from each county to determine if the occupation

- Had a substantial employment base in the survey area
- Had a substantial number of projected job openings
- Had a potential salary of \$7/hr
- Met a local need

Changing economic conditions after each year's survey period could alter the results presented in these summaries.

1997 Occupations Surveyed

Automotive Mechanics
Cooks - Short Order
Dieticians and Nutritionists
Dispatchers - Police, Fire, and Ambulance
Emergency Medical Technicians - I
Emergency Medical Technicians - Paramedic
Guards and Watch Guards
Insurance Policy Processing Clerks
Loan and Credit Clerks
Nursery Workers
Pest Controllers and Assistants
Reporters and Correspondents
Salespersons - Retail (Except Vehicle Sales)
Secretaries, Medical
Surgical Technicians
Teachers - Elementary
Teachers - Secondary
Tree Trimmers
Veterinary Assistants
Veterinary Technicians and Technologists
Welfare Eligibility Workers and Interviewers

Automotive Mechanics

OES Code: 853020

98 Jobs Represented by the 22 Employers Responding

Description of Occupation

Automotive Mechanics adjust, repair, and overhaul automotive vehicles. They may be designated according to specialties, such as Brake Repairers, Transmission Mechanics, or Front-end Mechanics. Please do not include Auto Body Repairers, Bus and Truck Mechanics, Diesel Engine Specialists, and Electrical Systems Specialists.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 86%; some college, but no degree, 14%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 27%; sometimes, 68%; usually, 5%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 5%; sometimes, 9%; usually, 18%; always, 68%. Previous experience required ranged from 6 to 60 months.

Positions requiring license or certification: Brake/Lamp Adjuster (license renewable every 4 yrs); Inspection/Maintenance Qualified Smog Check Technician (license renewable every 2 yrs).

Employment Trends, Size

Most (68%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **some** (27%) expect it to grow. **Few** (5%) expect it to decline. Responding employers reported 22 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 9%; people in permanent positions leaving firms, 55%; growth, 36%; temporary/seasonal positions, 0%. Turnover rate was 12%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Very Large (211 to 255)

Growth Rate, 1993-2000: 20.9%, Faster than average

(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to implement safe work practices, use service manuals, tune up engines, operate electronic automotive diagnostic equipment, repair brakes and fuel injection systems, repair emission controls and vehicle air conditioners; certified in Auto Service Excellence (ASE), in air conditioning maintenance and repair, and as a Smog Control Mechanic; possess problem solving and front-end alignment skills; possess a valid driver's license.

Physical: Possess good eye-hand coordination; able to stand continuously for two or more hours, to work in awkward positions, and to lift at least 50 pounds repeatedly.

Personal: Possess mechanical aptitude, a good DMV driving record, and interpersonal skills; able to work independently and make decisions; willing to work with close supervision; possess public contact and customer service skills.

Basic: Able to read and follow instructions, and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 22 firms, 9 answered this question.)

Electronics; electronic: brake, traction and control diagnosis; learn new automobile procedures, electronics and products; electrical/computer knowledge; computers and on-board computer knowledge; computer diagnostics

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Automotive Mechanics

Hourly Wages (July 1997)

	NON-UNION		UNION	
	Range	Median	Range	Median
New hires, no experience	\$5.00 - 10.00	\$ 6.63	\$11.14 - 11.14	\$11.14
New hires, experienced	5.00 - 25.00	10.00	11.51 - 13.39	11.70
Experienced, after 3 years	8.50 - 25.00	12.00	12.89 - 14.44	13.32

(16% employees represented are union members.)

Benefits Offered (Out of 22 firms, 21 offer benefits.)

	Full-Time	Part-Time
Medical insurance	76%	0%
Dental insurance	43%	0%
Vision insurance	29%	0%
Life insurance	38%	0%
Paid sick leave	29%	0%
Paid vacation	100%	0%
Retirement plan	33%	0%
Child care	0%	0%

Hours and Gender

Full time, 93%, avg 40 hrs/wk	Part time, 3%, avg 23 hrs/wk	Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 4%, avg 40 hrs/wk	Male employees, 98 (100%)	Female employees, 0 (0%)

Recruitment Methods (Out of 22 firms, 22 answered this question.)

Employees' referrals	86%	Public school/ program referrals	27%
Newspaper ads	64%	Private school referrals	18%
Private employment agencies	5%	Employment Development Dept	27%
Unsolicited applicants	41%	Union Hall referrals	5%
In-house promotion or transfer	14%	Other	0%

Where the Jobs Are (in survey area)

Wholesale, new and used automobile dealers; gasoline services stations; general automotive repair shops; auto exhaust system repair shops; auto transmission repair shops, county governments

Promotional Opportunities (Out of 22 firms, 20 answered this question.)

Some (30%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to service advisor, transmission rebuilding technician, swing or builders, equipment mechanic supervisor.

Related Dictionary Of Occupational Codes and Titles

620.261-010 Automobile Mechanic	620.261-012 Automobile-Mechanic Apprentice
620.281-046 Maintenance Mechanic	620.281-066 Tune-Up Mechanic

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 345; the **California Occupational Guide**, No. 24; and the **California License Handbook**, Fifth Edition 1997, page 34. For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Cooks - Short Order

OES Code: 650350

74 Jobs Represented by the 16 Employers Responding

Description of Occupation

Short Order Cooks prepare and cook to order a variety of foods that require only a short preparation time. They may take orders from customers and serve patrons at counters or tables. Please do not include cooks in fast foods establishments.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 91%; some college, but no degree, 9%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 13%; sometimes, 38%; usually, 38%; always, 13%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 6%; sometimes, 19%; usually, 50%; always, 25%. Previous experience required ranged from 6 to 24 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Most (63%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **some** (38%) expect it to grow. None (0%) expect it to decline. Responding employers reported 46 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 4%; people in permanent positions leaving firms, 57%; growth, 11%; temporary/seasonal positions, 28%. Turnover rate was 35%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Large (106 to 136)

Growth Rate, 1993-2000: 28.3%, Much faster than average

(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than the supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Possess food preparation and fry cooking skills.

Physical: Able to stand continuously for two or more hours and to lift at least 30 pounds repeatedly.

Personal: Able to work under pressure, independently, and with close supervision.

Basic: Able to read and follow written and oral instructions, and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 16 firms, 3 answered this question.)

Computer skills, creativity

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Cooks - Short Order

Hourly Wages (July 1997)

	NON-UNION		UNION	
	Range	Median	Range	Median
New hires, no experience	\$5.00 - 8.00	\$ 6.00	\$5.82 - 5.82	\$5.82
New hires, experienced	5.00 - 9.00	7.00	5.82 - 5.82	5.82
Experienced, after 3 years	7.00 - 12.00	10.00	9.60 - 9.60	9.60

(12% employees represented are union members. **A few** of employees represented receive tips.)

Benefits Offered (Out of 16 firms, 8 offer benefits.)

	Full-Time	Part-Time
Medical insurance	88%	0 %
Dental insurance	50%	0 %
Vision insurance	25%	0 %
Life insurance	38%	0 %
Paid sick leave	25%	0 %
Paid vacation	75%	0 %
Retirement plan	25%	0 %
Child care	0%	0 %

Hours and Gender

Full time, 73%, avg 40 hrs/wk	Part time, 19%, avg 22 hrs/wk	Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 8%, avg 40 hrs/wk	Male employees, 56 (76%)	Female employees, 18 (24%)

Recruitment Methods (Out of 16 firms, 16 answered this question.)

Employees' referrals	31%	Public school/ program referrals	13 %
Newspaper ads	56%	Private school referrals	13 %
Private employment agencies	13%	Employment Development Dept	25 %
Unsolicited applicants	19%	Union Hall referrals	0%
In-house promotion or transfer	31%	Word of Mouth	31%

Where the Jobs Are (in survey area)

Eating places, hotels and motels, amusement and recreation services

Promotional Opportunities (Out of 16 firms, 16 answered this question.)

Most (75%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to orderer, prep cook, line cook, station cook, chef, head chef, kitchen manager, food service manager, supervisor.

Related Dictionary Of Occupational Codes and Titles

313.374-014 Cook, Short Order

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 308; and the **California Occupational Guide**, No. 366.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Dieticians and Nutritionists

OES Code: 325210

15 Jobs Represented by the 14 Employers Responding

Description of Occupation

Dieticians and Nutritionists organize, plan, and conduct food service or nutritional programs to assist in promotion of health and control of disease. They may administer activities of department providing quantity food service. They may plan, organize, and conduct programs in nutritional research.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 0%; some college, but no degree, 40%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 60%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 21%; sometimes, 64%; usually, 7%; always, 7%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 7%; usually, 7%; always, 86%. Previous experience required ranged from 6 to 48 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

All (100%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **none** (0%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 5 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 40%; growth, 60%; temporary/seasonal positions, 0%. Turnover rate was 13%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (5 to 5)

Growth Rate, 1993-2000: 0%, Remain stable

(Projected growth rate for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Organizational, administrative, record keeping and computer skills, knowledge of nutrition analysis

Physical: Good health and stamina

Personal: Able to work independently and under pressure, good oral and written communication skills, supervisory skills and ability to be flexible

Basic: Able to read and follow written and oral instructions, and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 14 firms, 8 answered this question.)

Computer knowledge and skills; nutrition analysis; analyze, standardize, and document recipes; learn new food guidelines and new state and federal regulations.

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Dieticians and Nutritionists

Hourly Wages (July 1997)

	NON-UNION/UNION	
	Range	Median
New hires, no experience	\$12.00 - 30.73	\$14.78
New hires, experienced	9.23 - 30.73	16.19
Experienced, after 3 years	10.38 - 37.14	17.41

(13% employees represented are union members. Union firms pay at top end of wage ranges.)

Benefits Offered (Out of 14 firms, 13 offer benefits.)

	F ull-Time	P art-Time
Medical insurance	85%	23%
Dental insurance	85%	23%
Vision insurance	69%	23%
Life insurance	62%	15%
Paid sick leave	85%	23%
Paid vacation	85%	23%
Retirement plan	69%	23%
Child care	0%	0%

Hours and Gender

Full time, 67%, avg 40 hrs/wk Part time, 27%, avg 24 hrs/wk Temporary/On call, 7%, avg 10 hrs/wk
Seasonal, 0%, avg 0 hrs/wk Male employees, 2 (13%) Female employees, 13 (87%)
(A few employers pay monthly salaries with hours ranging from 40 to 50 per week.)

Recruitment Methods (Out of 14 firms, 14 answered this question.)

Employees' referrals	21%	Public school/ program referrals	29%
Newspaper ads	93%	Private school referrals	14%
Private employment agencies	0%	Employment Development Dept	7%
Unsolicited applicants	14%	Union Hall referrals	7%
In-house promotion or transfer	21%	Job flyers, CASBO, trade magazines, state lists	21%

Where the Jobs Are (in survey area)

Elementary and secondary schools, general medical and surgical hospitals, skilled nursing care facilities, individual and family services, residential care facilities, correctional institutions

Promotional Opportunities (Out of 14 firms, 14 answered this question.)

A few (14%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to management and regional consultant.

Related Dictionary Of Occupational Codes and Titles

077.117-010 Dietician, Chief	077.127-010 Community Dietician
077.127-014 Dietician, Clinical	077.127-018 Dietician, Consultant

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 165; and the **California Occupational Guide**, No. 98.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Dispatchers - Police, Fire, and Ambulance

OES Code: 580020

68 Jobs Represented by the 8 Employers Responding

Description of Occupation

Dispatchers—Police, Fire, and Ambulance, receive complaints from the public concerning crimes and police emergencies and broadcast orders to police radio patrol units in the vicinity to investigate. They operate radio and telephone equipment to receive reports of fires and medical emergencies and relay information or orders to proper officials.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 87%; some college, but no degree, 13%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 0%; sometimes, 88%; usually, 13%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 38%; sometimes, 38%; usually, 0%; always, 25%. Previous experience required ranged from 6 to 42 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Most (75%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **some** (25%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 15 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 7%; people in permanent positions leaving firms, 47%; growth, 20%; temporary/seasonal positions, 27%. Turnover rate was 14%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (29 to 33)

Growth Rate, 1993-2000: 13.8%, Slower than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified experienced applicants who meet their hiring standards. Demand is somewhat greater than the supply of qualified experienced applicants. Responding employers report it is **a little difficult** to find qualified inexperienced applicants who meet their hiring standards, and inexperienced applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Possess telephone answering, map reading, and record keeping skills; know local streets; able to type at least 30 wpm and to write effectively.

Physical: Able to sit continuously for two or more hours.

Personal: Able to handle crisis situations, to work under pressure, to work independently and with close supervision; willing to work nights, weekends, and holidays; possess a clean police record and customer service skills; understand a variety of cultures.

Basic: Able to read and follow written and oral instructions, and, write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 8 firms, 5 answered this question.)

Data entry skills, knowledge of Windows 95 software and upgrades, P.O.S.T. certified, ability to learn new CAD software programs, computer skills, listening skills

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Dispatchers - Police, Fire, and Ambulance

Hourly Wages (July 1997)

	UNION		NON-UNION	
	Range	Median	Range	Median
New hires, no experience	\$ 8.30 - 11.76	\$ 9.71	\$6.00 - 10.51	\$ 8.26
New hires, experienced	9.00 - 11.76	10.73	6.50 - 10.51	8.51
Experienced, after 3 years	12.68 - 14.41	13.18	8.30 - 12.20	10.25

(78% employees represented are union members.)

Benefits Offered (Out of 8 firms, 8 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	0%
Dental insurance	100%	0%
Vision insurance	100%	0%
Life insurance	63%	0%
Paid sick leave	100%	0%
Paid vacation	100%	0%
Retirement plan	100%	0%
Child care	0%	0%

Hours and Gender

Full time, 76%, avg 40 hrs/wk Part time, 13%, avg 24 hrs/wk Temporary/On call, 10%, avg 16 hrs/wk
 Seasonal, 0%, avg 0 hrs/wk Male employees, 15 (22%) Female employees, 53 (78%)
 (A few employers pay monthly salaries with hours ranging from two to three 24 hour days per week.)

Recruitment Methods (Out of 8 firms, 8 answered this question.)

Employees' referrals	13%	Public school/ program referrals	0%
Newspaper ads	63%	Private school referrals	0%
Private employment agencies	0%	Employment Development Dept	0%
Unsolicited applicants	13%	Union Hall referrals	0%
In-house promotion or transfer	50%	Civil Service List, Volunteers,	38%
		Department Notices	

Where the Jobs Are (in survey area)

City, county and state government

Promotional Opportunities (Out of 8 firms, 8 answered this question.)

Most (75%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to full-time dispatcher, lead dispatcher, supervisor, fire captain, battalion chief, deputy sheriff, higher level position in department.

Related Dictionary Of Occupational Codes and Titles

379.362-010 Dispatcher, Radio

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 273.
 For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

SURVEY AREA: Amador, Calaveras, Mariposa, Tuolumne Counties, 1997

Emergency Medical Technicians - I

OES Code: 325081

37 Jobs Represented by the 4 Employers Responding

Description of Occupation

Emergency Medical Technicians--I are ambulance attendants or drivers who are trained and certified to provide emergency basic life support at the scene of an emergency and during ambulance transport to hospitals. Please do not include Firefighters trained as Emergency Medical Technicians--I.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 29%; some college, but no degree, 71%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 25%; sometimes, 50%; usually, 25%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 25%; usually, 50%; always, 25%. Previous experience required ranged from 6 to 12 months.

Positions requiring license or certification: EMT-I or EMT-Paramedic, depending on skill level (license renewable every 2 yrs).

Employment Trends, Size

Many (50%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (50%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 7 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 71%; growth, 29%; temporary/seasonal positions, 0%. Turnover rate was 14%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (17 to 22)

Growth Rate, 1993-2000: 29.4%, Much faster than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **not difficult** to find qualified experienced applicants who meet their hiring standards. Supply of qualified experienced applicants is considerably greater than demand. Responding employers report it is **a little difficult** to find qualified inexperienced applicants. Inexperienced applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Able to test/check/maintain emergency medical equipment, to accurately record and report information, to take charge and handle major emergencies, and to assist with set-up for Adv. Life Support procedures. Possess ambulance or emergency vehicle driving skills. Knowledge of word processing and data base software.

Physical: Able to lift and move patients; and to perform strenuous, physically demanding work. Possess good vision and be in good physical condition.

Personal: Able to work as part of a team, to work under pressure, to work independently; and to assess emergency situations and set priorities quickly. Willing to work on-call and part time.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 4 firms, 1 answered this question.)

Word processing skills

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Emergency Medical Technicians - I

Hourly Wages (July 1997)

	NON-UNION		UNION	
	Range	Median	Range	Median
New hires, no experience	\$5.25 - 5.34	\$5.30	\$6.28 - 6.28	\$6.28
New hires, experienced	5.34 - 8.00	5.50	6.50 - 6.50	6.50
Experienced, after 3 years	5.88 - 11.33	6.90	8.30 - 8.30	8.30

(25% employees represented are union members.)

Benefits Offered (Out of 4 firms, 3 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	0%
Dental insurance	100%	0%
Vision insurance	100%	0%
Life insurance	100%	0%
Paid sick leave	100%	0%
Paid vacation	100%	0%
Retirement plan	100%	0%
Child care	0%	0%

Hours and Gender

Full time, 57%, avg 65 hrs/wk Part time, 32%, avg 32 hrs/wk Temporary/On call, 11%, avg 27 hrs/wk
Seasonal, 0%, avg 0 hrs/wk Male employees, 22 (59%) Female employees, 15 (41%)
(EMT-1's usually work two or three 24 hour days per week)

Recruitment Methods (Out of 4 firms, 4 answered this question.)

Employees' referrals	75%	Public school/ program referrals	0%
Newspaper ads	25%	Private school referrals	0%
Private employment agencies	0%	Employment Development Dept	0%
Unsolicited applicants	75%	Union Hall referrals	0%
In-house promotion or transfer	25%	Word-of-mouth	25%

Where the Jobs Are (in survey area)

Ambulance services

Promotional Opportunities (Out of 4 firms, 4 answered this question.)

Most (75%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to paramedic, medic, management.

Related Dictionary Of Occupational Codes and Titles

079.374-010 Emergency Medical Technician 355.374-010 Ambulance Attendant
913.683-010 Ambulance Driver

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 206; **California Occupational Guide**, No. 550; and the **California License Handbook**, Fifth Edition 1997, page 83.
For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

SURVEY AREA: Amador, Calaveras, Mariposa, Tuolumne Counties, 1997

Emergency Medical Technicians - Paramedic

OES Code: 325083

60 Jobs Represented by the 5 Employers Responding

Description of Occupation

Emergency Medical Technicians, Paramedic are trained and certified to provide emergency advanced life support at the scene of an emergency and during ambulance transport to hospitals. Emergency Medical Technicians, Paramedic use a broad range of sophisticated life-saving equipment and techniques, including specified drugs. Please do not include Firefighters trained as Paramedics.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 17%; some college, but no degree, 67%; Associate (2 year) Degree, 17%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 20%; sometimes, 60%; usually, 20%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 20%; usually, 40%; always, 40%. Previous experience required ranged from 6 to 24 months.

Positions requiring license or certification: EMT-I or EMT-Paramedic, depending on skill level (license renewable every 2 yrs).

Employment Trends, Size

Almost all (80%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **some** (20%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 12 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 17 %; people in permanent positions leaving firms, 67%; growth, 0%; temporary/seasonal positions, 17%. Turnover rate was 13%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Not available

Growth Rate, 1993-2000: 0%, Remain stable

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **not difficult** to find qualified experienced applicants who meet their hiring standards. Supply of qualified experienced applicants is considerably greater than demand. Responding employers report it is **a little difficult** to find qualified experienced applicants who meet their hiring standards. Inexperienced applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Able to perform synchronized cardioversion, needle thoracostomy, endotracheal intubation, pediatric intubation, ventilation by use of esophageal airway; to test, check and maintain emergency medical equipment, to take charge and handle major emergencies; to accurately record and report information; and to monitor/maintain IV lines. Possess ambulance or emergency vehicle driving skills. Knowledge of wordprocessing and database software.

Physical: Able to lift and move patients, and to perform strenuous, physically demanding work. Possess good color perception and good vision, and to be in good physical condition.

Personal: Able to assess emergency situations and set priorities quickly, to work as part of a team, to work independently and under pressure. Willing to work on-call and part time.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 5 firms, 3 answered this question.)

Computer skills, communication skills, expanded medication dispensing and more advanced medical training.

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Emergency Medical Technicians - Paramedic

Hourly Wages (July 1997)

	NON-UNION		UNION	
	Range	Median	Range	Median
New hires, no experience	\$7.00 - 15.37	\$ 8.01	Not applicable	Not applicable
New hires, experienced	7.50 - 15.37	9.67	\$ 8.30 - 8.30	\$ 8.30
Experienced, after 3 years	8.80 - 16.83	12.81	11.59 - 11.59	11.59

(20% employees represented are union members.)

Benefits Offered (Out of 5 firms, 4 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	0 %
Dental insurance	100%	0 %
Vision insurance	75%	0 %
Life insurance	100%	0 %
Paid sick leave	100%	0 %
Paid vacation	100%	0 %
Retirement plan	100%	0 %
Child care	0%	0 %

Hours and Gender

Full time, 62%, avg 62 hrs/wk	Part time, 22%, avg 42 hrs/wk	Temporary/On call, 17%, avg 15 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 42 (70%)	Female employees, 18 (30%)

(EMT Paramedics usually work two or three 24 hour days per week.)

Recruitment Methods (Out of 5 firms, 5 answered this question.)

Employees' referrals	60%	Public school/ program referrals	0%
Newspaper ads	20%	Private school referrals	0 %
Private employment agencies	0%	Employment Development Dept	0%
Unsolicited applicants	60%	Union Hall referrals	0%
In-house promotion or transfer	40%	Word-of-mouth	20%

Where the Jobs Are (in survey area)

Ambulance services

Promotional Opportunities (Out of 5 firms, 5 answered this question.)

Most (60%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to field supervisor, operations, management.

Related Dictionary Of Occupational Codes and Titles

079.364-026 Paramedic

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 206; the **California Occupational Guide**, No. 550; and the **California License Handbook**, Fifth Edition 1997, page 83. For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Guards and Watch Guards

OES Code: 630470

88 Jobs Represented by the 9 Employers Responding

Description of Occupation

Guards and Watch Guards stand guard at entrance gates or walk about premises of business or industrial establishments or private residences to prevent theft, violence, or infractions of rules; they guard property against fire, theft, vandalism, and illegal entry; they direct patrons of employees and answer questions relative to services of establishments. They control traffic to and from buildings and grounds.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 65%; some college, but no degree, 32%; Associate (2 year) Degree, 3%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 11%; sometimes, 44%; usually, 22%; always, 22%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 44%; sometimes, 22%; usually, 22%; always, 11%. Previous experience required ranged from 6 to 36 months.

Positions requiring license or certification: Security guards, patrol persons, in-house guards who carry weapons (renewable triennial).

Employment Trends, Size

Many (44%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (45%) expect it to grow. **A few** (11%) expect it to decline. Responding employers reported 63 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 6%; people in permanent positions leaving firms, 27%; growth, 17%; temporary/seasonal positions, 49%. Turnover rate was 19%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Medium (83 to 98)

Growth Rate, 1993-2000: 18.1%, Average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **a little difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards and applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Able to follow security protection procedures, to administer emergency first aid, and to write effectively. Possess report writing and computer skills.

Physical: Able to stand continuously for two or more hours. Possess good hearing and vision.

Personal: Adaptable and able to deal effectively with difficult individuals, to handle crisis situations, to interact well with others, and to work independently. Possess a clean police record, public contact and good grooming skills. Willing to work nights, weekends, holidays, on-call and part-time. Willing to work with close supervision.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication skills.

New skills needed over the next three years: (Out of 9 firms, 2 answered this question.)

Know PC Codes, Federal Regulations and ability to learn gaming

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Guards and Watch Guards

Hourly Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$5.00 - 10.00	\$6.13
New hires, experienced	5.00 - 12.00	6.50
Experienced, after 3 years	5.79 - 16.00	7.50

(A few responding employers offer a clothing allowance and/or a shift differential.)

Benefits Offered (Out of 9 firms, 8 offer benefits.)

	Full-Time	Part-Time
Medical insurance	88%	0%
Dental insurance	75%	0%
Vision insurance	63%	0%
Life insurance	63%	0%
Paid sick leave	75%	0%
Paid vacation	88%	0%
Retirement plan	75%	0%
Child care	0%	0%

Hours and Gender

Full time, 68%, avg 40 hrs/wk Part time, 18%, avg 29 hrs/wk Temporary/On call, 7%, avg 11 hrs/wk
Seasonal, 7%, avg 28 hrs/wk Male employees, 69 (78%) Female employees, 19 (22%)
(A few responding employers pay monthly salaries with hours ranging from 40 to 50 per week.)

Recruitment Methods (Out of 9 firms, 9 answered this question.)

Employees' referrals	44%	Public school/ program referrals	0%
Newspaper ads	56%	Private school referrals	0%
Private employment agencies	11%	Employment Development Dept	33%
Unsolicited applicants	11%	Union Hall referrals	0%
In-house promotion or transfer	56%	Other referrals	11%

Where the Jobs Are (in survey area)

Wineries, department stores, hotels and motels, guard services, amusement and recreation services, home owner associations

Promotional Opportunities (Out of 9 firms, 9 answered this question.)

Most (67%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to assistant supervisor, supervisor, captain, corporal, sergeant, corporate position.

Related Dictionary Of Occupational Codes and Titles

372.667-030 Gate Guard 372.667-034 Guard, Security
372.667-038 Merchant Patroller

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 301; the **California Occupational Guide**, page 75; and the **California License Handbook**, Fifth Edition 1997, page 71. For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Insurance Policy Processing Clerks

OES Code: 533140

42 Jobs Represented by the 14 Employers Responding

Description of Occupation

Insurance Policy Processing Clerks process applications for, changes to, reinstatements of, and cancellations of insurance policies. Their duties include reviewing insurance applications to insure that all questions have been answered, compiling data on changes of insurance policies, changing policy records to conform to insured party's specifications, compiling data on lapsed insurance policies to determine automatic reinstatement according to company policies, canceling insurance policies as requested by agents, and verifying the accuracy of insurance company records. Please do not include Claims Clerks and Banking Insurance Clerks.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 50%; some college, but no degree, 8%; Associate (2 year) Degree, 42%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 14%; sometimes, 64%; usually, 7%; always, 14%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 36%; usually, 50%; always, 14%. Previous experience required ranged from 3 to 24 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Many (43%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (57%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 12 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 67%; growth, 33%; temporary/seasonal positions, 0%. Turnover rate was 19%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Large (114 to 110)

Growth Rate, 1993-2000: 3.5%, Slow decline

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to write effectively, perform detailed clerical work, type at least 45 wpm, use word processing software. Possess alphabetic and numeric filing skills; possess telephone answering skills. Understand insurance terminology. Possess computer software skills.

Personal: Able to work independently and willing to work with close supervision.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 14 firms, 9 answered this question.)

Data entry, computer software, sales, problem solving, marketing and telephone skills; insurance license; horizontal marketing

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Insurance Policy Processing Clerks

Hourly Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$5.00 - 8.67	\$6.92
New hires, experienced	5.00 - 10.07	7.96
Experienced, after 3 years	7.00 - 12.00	9.48

(Some employers pay commissions.)

Benefits Offered (Out of 14 firms, 12 offer benefits.)

	Full-Time	Part-Time
Medical insurance	92%	0%
Dental insurance	50%	0%
Vision insurance	17%	0%
Life insurance	33%	0%
Paid sick leave	100%	17%
Paid vacation	100%	17%
Retirement plan	58%	0%
Child care	0%	0%

Hours and Gender

Full time, 83%, avg 39 hrs/wk	Part time, 14%, avg 28 hrs/wk	Temporary/On call, 2%, avg 5 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 1 (2%)	Female employees, 41 (98%)

Recruitment Methods (Out of 14 firms, 14 answered this question.)

Employees' referrals	64%	Public school/ program referrals	14%
Newspaper ads	57%	Private school referrals	0%
Private employment agencies	21%	Employment Development Dept	14%
Unsolicited applicants	21%	Union Hall referrals	0%
In-house promotion or transfer	21%	Employment Training Agency, Associations, Word-of-Mouth	29%

Where the Jobs Are (in survey area)

Fire, marine and casualty insurance companies; insurance agents, brokers and services

Promotional Opportunities (Out of 14 firms, 14 answered this question.)

Many (43%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to sales, senior customer service representative, supervisor, more responsibility and wages.

Related Dictionary Of Occupational Codes and Titles

203.382-014 Cancellation Clerk	209.687-018 Reviewer
219.362-042 Policy-Change Clerk	219.482-014 Insurance Checker

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 254; and the **California License Handbook**, Fifth Edition 1997, pages 172-173.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Loan and Credit Clerks

OES Code: 531210

30 Jobs Represented by the 14 Employers Responding

Description of Occupation

Loan and Credit Clerks assemble documents, prepare papers, process applications, and complete transactions of individuals applying for loans and credit. Loan Clerks review loan papers to insure completeness; operate typewriters to prepare correspondence, reports, and loan documents from draft; and complete transactions between a loan establishment, borrowers, and sellers upon approval of loan. Credit Clerks interview applicants to obtain personal and financial data, determine credit worthiness, process applications, and notify customer of acceptance or rejection of credit. Please do not include Loan Interviewers.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 54%; some college, but no degree, 46%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 7%; sometimes, 71%; usually, 7%; always, 14%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 14%; usually, 36%; always, 50%. Previous experience required ranged from 6 to 24 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Some (36%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **most** (64%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 13 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 8%; people in permanent positions leaving firms, 54%; growth, 38%; temporary/seasonal positions, 0%. Turnover rate was 23%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Medium (65 to 66)

Growth Rate, 1993-2000: 1.5%, No significant change

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified experienced applicants who meet their hiring standards. Demand is somewhat greater than the supply of qualified experienced applicants. Responding employers report it is **a little difficult** to find qualified inexperienced applicants who meet their hiring standards. Inexperienced applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Able to perform detailed clerical work, use a calculator, follow specialized bookkeeping procedures, requisition supplies, use a wide range of computer processing software, and write effectively. Possess telephone answering, business math, record keeping, and interviewing skills.

Personal: Able to pay attention to detail, interact well with others, and work under pressure. Possess customer service, interpersonal, and public contact skills. Willing to work with close supervision.

Basic: Able to think logically, follow oral instructions, read and follow instructions, and write legibly. Possess oral communication skills.

New skills needed over the next three years: (Out of 14 firms, 7 answered this question.)

Computer, sales, and cross-selling skills; knowledge of note department functions and updated loan guidelines.

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Loan and Credit Clerks

Hourly Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$6.00 - 12.57	\$ 7.00
New hires, experienced	7.00 - 17.33	9.12
Experienced, after 3 years	8.50 - 28.83	10.96

Benefits Offered (Out of 14 firms, 14 offer benefits.)

	Full-Time	Part-Time
Medical insurance	93%	0 %
Dental insurance	79%	0 %
Vision insurance	64%	0 %
Life insurance	64%	0 %
Paid sick leave	86%	0 %
Paid vacation	86%	0 %
Retirement plan	57%	0 %
Child care	14%	0 %

Hours and Gender

Full time, 97%, avg 40 hrs/wk	Part time, 3%, avg 20 hrs/wk	Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 4 (13%)	Female employees, 26 (87%)

Recruitment Methods (Out of 14 firms, 14 answered this question.)

Employees' referrals	57%	Public school/ program referrals	21 %
Newspaper ads	86%	Private school referrals	0 %
Private employment agencies	14%	Employment Development Dept	29 %
Unsolicited applicants	29%	Union Hall referrals	0%
In-house promotion or transfer	50%	Applications on File, Word-of-Mouth	14%

Where the Jobs Are (in survey area)

New, used and wholesale automobile dealers; state and national banks; savings institutions; mortgage bankers; loan brokers

Promotional Opportunities (Out of 14 firms, 13 answered this question.)

Most (62%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to office manager, assistant manager, manager, general sales manager, loan officer, senior loan processor, supervisor

Related Dictionary Of Occupational Codes and Titles

205.367-022 Credit Clerk	219.362-038 Mortgage-Closing Clerk
219.367-046 Disbursement Clerk	249.362-014 Mortgage Clerk
249.362-018 Mortgage Loan Closer	249.362-022 Mortgage Loan Processor

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 263; and the **California Occupational Guide**, 526.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Nursery Workers

OES Code: 790050

18 Jobs Represented by the 8 Employers Responding

Description of Occupation

Nursery Workers work in nursery facilities planting, cultivating, harvesting, and transplanting trees, shrubs, or plants. Please do not include workers whose primary duties involve sales or cashiering.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 69%; some college, but no degree, 31%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 13%; sometimes, 38%; usually, 50%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 50%; sometimes, 50%; usually, 0%; always, 0%. Previous experience required ranged from 6 to 36 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Many (50%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (50%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 13 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 0%; growth, 0%; temporary/seasonal positions, 13%. Turnover rate was 0%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (29 to 39)

Growth Rate, 1993-2000: 34.5%, Much faster than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified experienced applicants who meet their hiring standards. Demand is somewhat greater than the supply of qualified experienced applicants. Responding employers report it is **a little difficult** to find qualified inexperienced applicants who meet their hiring standards. Inexperienced applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Know how to use pesticides, herbicides, and gardening tools. Know horticulture. Possess pruning skills.

Physical: Able to stand continuously for two or more hours and lift at least 50 pounds repeatedly.

Personal: Able to work independently. Willing to work with close supervision and to work part time.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 8 firms, 0 answered this question.)

None were reported

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Nursery Workers

Hourly Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$5.00 - 7.00	\$5.38
New hires, experienced	5.50 - 7.50	6.00
Experienced, after 3 years	7.50 - 10.00	7.75

Benefits Offered (Out of 8 firms, 3 offer benefits.)

	Full-Time	Part-Time
Medical insurance	0%	0%
Dental insurance	0%	0%
Vision insurance	0%	0%
Life insurance	33%	0%
Paid sick leave	0%	0%
Paid vacation	100%	0%
Retirement plan	0%	0%
Child care	0%	0%

Hours and Gender

Full time, 56%, avg 40 hrs/wk	Part time, 22%, avg 16 hrs/wk	Temporary/On call, 6%, avg 20 hrs/wk
Seasonal, 17%, avg 20 hrs/wk	Male employees, 12 (67%)	Female employees, 6 (33%)

Recruitment Methods (Out of 8 firms, 8 answered this question.)

Employees' referrals	75%	Public school/ program referrals	0%
Newspaper ads	0%	Private school referrals	0%
Private employment agencies	0%	Employment Development Dept	13%
Unsolicited applicants	38%	Union Hall referrals	0%
In-house promotion or transfer	0%	Word-of-Mouth	13%

Where the Jobs Are (in survey area)

Ornamental nursery production establishments, lawn and garden services, flowers and florists' suppliers, retail nurseries and garden stores

Promotional Opportunities (Out of 8 firms, 8 answered this question.)

Some (38%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to field workers, foreman, landscaping, landscape maintenance, more responsibility and wages.

Related Dictionary Of Occupational Codes and Titles

405.684-014 Horticultural Worker I
408.364-010 Plant-Care Worker

405.687-014 Horticultural Worker II

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 472; and the **California Occupational Guide**, No. 520.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

SURVEY AREA: Amador, Calaveras, Mariposa, Tuolumne Counties, 1997

Pest Controllers and Assistants

OES Code: 670080

55 Jobs Represented by the 7 Employers Responding

Description of Occupation

Pest Controllers and Pest Control Assistants spray or release chemical solutions or toxic gases and set mechanical traps to kill pests and vermin such as mice, termites, and roaches that infest buildings and surrounding areas.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 75%; some college, but no degree, 25%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 0%; sometimes, 14%; usually, 29%; always, 57%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 57%; sometimes, 14%; usually, 14%; always, 14%. Previous experience required ranged from 6 to 12 months.

Positions requiring license or certification: Persons employed by a registered company who apply insecticide, pesticide, rodenticide, or allied chemical or substance; persons involved in structural pest control (renewable in 3 yrs).

Employment Trends, Size

Many (43%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (57%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 16 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 44%; growth, 44%; temporary/seasonal positions, 13%. Turnover rate was 13%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (30 to 35)

Growth Rate, 1993-2000: 16.7%, Average

(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to implement safe work practices, estimate costs and submit bids, apply principles of hazardous and toxic disposal. Possess a valid driver's license, Pest Control Applicator Certificate, and Pest Control license. Possess computer software skills.

Physical: Able to climb ladders, tolerate dust and unpleasant odors, tolerate fumes, climb high places, and lift at least 50 pounds repeatedly. Possess manual dexterity.

Personal: Able to work independently. Possess a good DMV driving record, public contact, and interpersonal skills. Willing to work with close supervision.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 7 firms, 3 answered this question.)

Computer skills, knowledge of internet, sales skills

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Pest Controllers and Assistants

Hourly Wages (July 1997)

NON-UNION		
	Range	Median
New hires, no experience	\$6.00 - 10.00	\$ 7.50
New hires, experienced	7.00 - 12.00	8.31
Experienced, after 3 year s	8.31 - 12.00	9.80

(**Many** responding employers pay commissions.)

Benefits Offered (Out of 7 firms, 6 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	0%
Dental insurance	33%	0%
Vision insurance	0%	0%
Life insurance	17%	0%
Paid sick leave	83%	0%
Paid vacation	100%	0%
Retirement plan	33%	0%
Child care	0%	0%

Hours and Gender

Full time, 96%, avg 40 hrs/wk Part time, 0%, avg 0 hrs/wk Temporary/On call, 2%, avg 40 hrs/wk
Seasonal, 2%, avg 40 hrs/wk Male employees, 52 (95%) Female employees, 3 (5%)
(**Some** responding employers pay monthly salaries with hours ranging from 40 to 50 per week.)

Recruitment Methods (Out of 7 firms, 7 answered this question.)

Employees' referrals	57%	Public school/ program referrals	0%
Newspaper ads	57%	Private school referrals	0%
Private employment agencies	0%	Employment Development Dept	14%
Unsolicited applicants	43%	Union Hall referrals	0%
In-house promotion or transfer	14%	Word-of-Mouth	14%

Where the Jobs Are (in survey area)

Disinfecting and pest control services

Promotional Opportunities (Out of 7 firms, 7 answered this question.)

Many (43%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to licensed operator, supervisor, manager.

Related Dictionary Of Occupational Codes and Titles

383.361-010 Fumigator 383.684-010 Exterminator Helper
389.684-010 Exterminator

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 471, and the **California License Handbook**, Fifth Edition 1997, pages 74, 204, 205.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Reporters and Correspondents

OES Code: 340110

42 Jobs Represented by the 8 Employers Responding

Description of Occupation

Reporters and Correspondents collect and analyze facts about newsworthy events by interview, investigation, or observation and report and write stories for newspapers, news magazines, radio, or television. Correspondents who broadcast news for radio and television should be classified as Broadcast News Analysts.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 0%; some college, but no degree, 7%; Associate (2 year) Degree, 7%; Bachelor (4 year) Degree, 86%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 13%; sometimes, 75%; usually, 13%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 13%; usually, 50%; always, 38%. Previous experience required ranged from 1 to 14 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Almost all (88%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **some** (13%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 14 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 86%; growth, 0%; temporary/seasonal positions, 14%. Turnover rate was 29%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (26 to 32)

Growth Rate, 1993-2000: 23.1%, Faster than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to gather information and prepare stories and present points of view on current issues. Able to investigate leads and news tips, and report on actions of public officials, executives, and special interest groups. Able to take notes, photographs, and shoot videos. Possess interviewing, organizational, good writing and listening skills. Possess computer software skills.

Physical: Be in good physical condition and possess stamina.

Personal: Able to work under pressure and in a noisy environment. Able to focus while experiencing distractions. Willing to work long hours with irregular schedules, and to change work hours to meet deadlines. Willing to work part-time, on weekends, and on holidays. Possess good public contact skills.

Basic: Able to read and follow instructions and write legibly. Possess communication and basic math skills.

New skills needed over the next three years: (Out of 8 firms, 3 answered this question.)

Photography and computer skills

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Reporters and Correspondents

Hourly Wages (July 1997)

	NON-UNION		UNION	
	Range	Median	Range	Median
New hires, no experience	\$5.00 - 8.00	\$6.00	\$ 8.75 - 8.75	\$ 8.75
New hires, experienced	6.00 - 9.90	8.12	10.00 - 12.50	11.25
Experienced, after 3 years	8.00 - 13.19	9.57	13.76 - 20.00	16.88

(36% employees represented are union members.)

Benefits Offered (Out of 8 firms, 8 offer benefits.)

	Full-Time	Part-Time
Medical insurance	75%	0%
Dental insurance	63%	0%
Vision insurance	25%	0%
Life insurance	50%	0%
Paid sick leave	75%	0%
Paid vacation	100%	0%
Retirement plan	50%	0%
Child care	0%	0%

Hours and Gender

Full time, 64%, avg 40 hrs/wk	Part time, 24%, avg 20 hrs/wk	Temporary/On call, 7%, avg 5 hrs/wk
Seasonal, 5%, avg 40 hrs/wk	Male employees, 20 (48%)	Female employees, 22 (52%)

Recruitment Methods (Out of 8 firms, 8 answered this question.)

Employees' referrals	25%	Public school/ program referrals	25%
Newspaper ads	63%	Private school referrals	0%
Private employment agencies	25%	Employment Development Dept	0%
Unsolicited applicants	13%	Union Hall referrals	0%
In-house promotion or transfer	13%	Industry Publications, Broadcaster Associations	38%

Where the Jobs Are (in survey area)

Newspapers, radio broadcasting stations

Promotional Opportunities (Out of 8 firms, 7 answered this question.)

Most (71%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to newsdirector, editor, managing editor.

Related Dictionary Of Occupational Codes and Titles

131.262-018 Reporter

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 182.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Salespersons - Retail (Except Vehicle Sales)

OES Code: 490112

468 Jobs Represented by the 19 Employers Responding

Description of Occupation

Retail Salespersons sell a variety of merchandise to the public. They assist the customer in making selections, obtain or receive the merchandise, total the bill, receive the payment in cash or by check or credit card, operate a cash register, and make change for the customer. They may stock shelves and set up advertising displays. Please do not include workers who work primarily as Cashiers.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 97%; some college, but no degree, 1%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 2%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 0%; sometimes, 63%; usually, 21%; always, 16%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 21%; sometimes, 37%; usually, 32%; always, 11%. Previous experience required ranged from 3 to 24 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Many (58%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (42%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 107 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 11%; people in permanent positions leaving firms, 59%; growth, 22%; temporary/seasonal positions, 7%. Turnover rate was 14%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Very large (1005 to 1244)

Growth Rate, 1993-2000: 23.9%, Faster than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified experienced applicants who meet their hiring standards. Demand is somewhat greater than the supply of qualified experienced applicants. Responding employers report it is **a little difficult** to find qualified inexperienced applicants who meet their hiring standards. Inexperienced applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Able to apply sales techniques, make change, and operate a cash register.

Physical: Able to stand continuously for two or more hours.

Personal: Possess customer service, public contact, and good grooming skills. Able to work independently and under pressure. Willing to work with close supervision.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 19 firms, 4 answered this question.)

Computer skills, people and customer service skills, computerized cash register skills

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Salespersons-Retail (Except Vehicle Sales)

Hourly Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$5.00 - 7.00	\$5.00
New hires, experienced	5.00 - 11.00	5.50
Experienced, after 3 years	5.45 - 14.00	7.00

(A few responding employers pay commissions.)

Benefits Offered (Out of 19 firms, 11 offer benefits.)

	Full-Time	Part-Time
Medical insurance	64%	18%
Dental insurance	55%	9%
Vision insurance	27%	0%
Life insurance	36%	0%
Paid sick leave	64%	45%
Paid vacation	82%	45%
Retirement plan	27%	0%
Child care	9%	0%

Hours and Gender

Full time, 43%, avg 40 hrs/wk	Part time, 44%, avg 26 hrs/wk	Temporary/On call, 12%, avg 23 hrs/wk
Seasonal, 0%, avg 20 hrs/wk	Male employees, 174 (37%)	Female employees, 294 (63%)

Recruitment Methods (Out of 19 firms, 19 answered this question.)

Employees' referrals	63%	Public school/ program referrals	11%
Newspaper ads	42%	Private school referrals	5%
Private employment agencies	0%	Employment Development Dept	11%
Unsolicited applicants	37%	Union Hall referrals	0%
In-house promotion or transfer	42%	Sign at Store, Word-of-Mouth, Customer & Private Referrals	26%

Where the Jobs Are (in survey area)

Wineries; lumber and building material stores; hardware stores; department stores; general merchandise stores; women's clothing stores; drug stores; sporting goods stores; gift, novelty, souvenir stores; sewing and needlework stores.

Promotional Opportunities (Out of 19 firms, 19 answered this question.)

Most (63%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to full time; inventory ordering; bookkeeper; personal secretary; department head; manager; management; Higher level position in store; more responsibility and higher wages.

Related Dictionary Of Occupational Codes and Titles

261.357-018 Sales Representative, Footwear	261.357-050 Salesperson, Men's & Boys' Clothing
261.357-070 Salesperson, Yard Goods	279.357-050 Salesperson, General Hardware
279.357-054 Salesperson, General Merchandise	290.477-014 Sales Clerk
299.677-010 Sales Attendant	261.357-066 Salesperson, Women's Apparel & Accessories

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 245; and the **California Occupational Guide**, No. 536.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

SURVEY AREA: Amador, Calaveras, Mariposa, Tuolumne Counties, 1997

Secretaries, Medical

OES Code: 551050

41 Jobs Represented by the 15 Employers Responding

Description of Occupation

Medical Secretaries perform secretarial duties utilizing specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Their duties include taking dictation, and compiling and recording medical charts, reports, and correspondence, as well as preparing and sending bills to patients or recording appointments.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 17%; some college, but no degree, 61%; Associate (2 year) Degree, 22%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 0%; sometimes, 80%; usually, 13%; always, 7%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 27%; usually, 67%; always, 7%. Previous experience required ranged from 3 to 48 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Most (73%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **some** (27%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 18 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 56%; growth, 39%; temporary/seasonal positions, 6%. Turnover rate was 24%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Medium (71 to 81)

Growth Rate, 1993-2000: 14.1%, Slower than average
(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to analyze data to solve problems, write effectively, use a variety of computer applications, synthesize information, and maintain an appointment calendar. Possess telephone answering skills. Know medical terminology.

Physical: Able to sit continuously for two or more hours.

Personal: Able to work under pressure, interact well with others, make decisions, and work independently. Possess customer service and public contact skills.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 15 firms, 6 answered this question.)

Communication and management skills; new dental techniques; computer skills: usage, scheduling, problem solving, and specialty software.

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Secretaries, Medical

Hourly Wages (July 1997)

NON-UNION		
	Range	Median
New hires, no experience	\$5.00 - 10.00	\$ 6.00
New hires, experienced	5.00 - 12.00	7.00
Experienced, after 3 years	8.00 - 14.00	10.00

(A few responding employers pay a bonus or commission.)

Benefits Offered (Out of 15 firms, 13 offer benefits.)

	Full-Time	Part-Time
Medical insurance	31%	8%
Dental insurance	23%	8%
Vision insurance	0%	0%
Life insurance	8%	0%
Paid sick leave	69%	8%
Paid vacation	92%	8%
Retirement plan	38%	15%
Child care	0%	0%

Hours and Gender

Full time, 63%, avg 40 hrs/wk Part time, 32%, avg 23 hrs/wk Temporary/On call, 5%, avg 9 hrs/wk
Seasonal, 0%, avg 0 hrs/wk Male employees, 0 (0%) Female employees, 41 (100%)

Recruitment Methods (Out of 15 firms, 14 answered this question.)

Employees' referrals	64%	Public school/ program referrals	21%
Newspaper ads	86%	Private school referrals	29%
Private employment agencies	14%	Employment Development Dept	7%
Unsolicited applicants	14%	Union Hall referrals	0%
In-house promotion or transfer	21%	Other Doctors, Word-of-Mouth	21%

Where the Jobs Are (in survey area)

Offices and clinics of medical doctors, dentists, chiropractors and optometrists

Promotional Opportunities (Out of 15 firms, 15 answered this question.)

Many (53%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to office manager, back office assistant.

Related Dictionary Of Occupational Codes and Titles

201.362-014 Medical Secretary

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 287; and the **California Occupational Guide**, No. 177.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Surgical Technicians

OES Code: 329280

8 Jobs Represented by the 4 Employers Responding

Description of Occupation

Surgical Technicians assist the surgical team during surgical procedures and in the preparation for surgery. Under the direct supervision of a Registered Nurse, they arrange sterile setups, count sponges, needles, and instruments before and during surgery, check the operation of equipment, and clean and restock the operating room. They may pass instruments and supplies to surgeons, and may assist in transporting, positioning, prepping, and draping patients for surgery. They may be known as Surgical Technologists. Please do not include Surgical Assistants who perform such tasks as retracting tissue, suturing skin, and suctioning blood during surgery.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 0%; some college, but no degree, 100%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 25%; sometimes, 50%; usually, 25%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 25%; usually, 50%; always, 25%. Previous experience required ranged from 3 to 24 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Some (25%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **most** (75%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 3 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 33%; people in permanent positions leaving firms, 33%; growth, 33%; temporary/seasonal positions, 0%. Turnover rate was 13%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (14 to 18)

Growth Rate, 1993-2000: 28.6%, Much faster than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to apply transferring techniques moving patients, follow emergency procedures, and assist in applying dressings. Possess infection control, instrument sterilization, and surgical assisting skills. Understand asepsis. Know anatomy, medical terminology, and physiology. Certified as an Operating Room Technician (CORT).

Physical: Able to sit or stand continuously for two or more hours. Possess manual dexterity.

Personal: Able to work as part of a team, work independently, and relate to patients. Willing to work overtime, nights, weekends, holidays, and on call; willing to work with close supervision. Possess organizational skills.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 4 firms, 0 answered this question.)

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Surgical Technicians

Hourly Wages (July 1997)

	NON-UNION		UNION	
	Range	Median	Range	Median
New hires, no experience	\$ 8.00 - 10.29	\$ 9.96	\$ 8.63 - 8.63	\$ 8.63
New hires, experienced	9.00 - 11.82	10.47	11.41 - 11.41	11.41
Experienced, after 3 years	11.50 - 12.30	11.57	12.61 - 12.61	12.61

(25% employees represented are union members.)

Benefits Offered (Out of 4 firms, 3 offer benefits.)

	Full-Time	Part-Time
Medical insurance	67%	33%
Dental insurance	67%	33%
Vision insurance	67%	33%
Life insurance	67%	33%
Paid sick leave	67%	33%
Paid vacation	67%	33%
Retirement plan	67%	33%
Child care	0%	0%

Hours and Gender

Full time, 50%, avg 39 hrs/wk	Part time, 50%, avg 19 hrs/wk	Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 5 (63%)	Female employees, 3 (38%)

Recruitment Methods (Out of 4 firms, 4 answered this question.)

Employees' referrals	50%	Public school/ program referrals	25%
Newspaper ads	100%	Private school referrals	25%
Private employment agencies	0%	Employment Development Dept	25%
Unsolicited applicants	50%	Union Hall referrals	0%
In-house promotion or transfer	25%	Employment Training Agency	0%

Where the Jobs Are (in survey area)

Offices and clinics of medical doctors, general medical and surgical hospitals

Promotional Opportunities (Out of 4 firms, 4 answered this question.)

None (0%) employers who answered this question offer promotional opportunities.

Related Dictionary Of Occupational Codes and Titles

079.374-022 Surgical Technician

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 214; and the **California Occupational Guide**, No. 462.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Teachers - Elementary School

OES Code: 313050

541 Jobs Represented by the 19 Employers Responding

Description of Occupation

Elementary School Teachers teach elementary (kindergarten through eighth grade) pupils in public or private schools basic academic, social, and other formative skills. Please do not include special education teachers who teach only handicapped pupils.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 0%; some college, but no degree, 0%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 46%; graduate study, 54%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 5%; sometimes, 63%; usually, 21%; always, 11%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 26%; sometimes, 32%; usually, 37%; always, 5%. Previous experience required ranged from 2 to 8 months.

Positions requiring license or certification: Multiple subject teacher (elementary/self-contained classroom), Specialist (early childhood, bilingual/cross cultural); Special Education require teaching credentials.

Employment Trends, Size

Many (47%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (48%) expect it to grow. **Few** (5%) expect it to decline. Responding employers reported 84 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 1%; people in permanent positions leaving firms, 18%; growth, 73%; temporary/seasonal positions, 8%. Turnover rate was 3%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Very Large (874 to 980)

Growth Rate, 1993-2000: 12.1%, Slower than average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **a little difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards and applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Possess state teachers' certificate. Possess classroom management, problem solving, recordkeeping, supervisory, and audiovisual teaching skills. Able to write effectively and to administer emergency first aid. Possess computer software skills.

Personal: Able to exercise patience, work independently, and work under pressure. Possess a clean police record and understand a variety of cultures. Willing to work with close supervision.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 19 firms, 6 answered this question.)

Knowledge of how brain works, computer knowledge, technology experience, current teaching methodology

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Teachers - Elementary School

Annual Wages (July 1997)

	UNION		NON-UNION	
	Range	Median	Range	Median
New hires, no experience	\$22,299 - 26,845	\$25,000	\$20,000 - 27,000	\$23,500
New hires, experienced	24,632 - 36,345	27,598	22,000 - 28,350	25,175
Experienced, after 3 years	25,271 - 46,000	31,000	25,000 - 29,768	27,384

(89% employees represented are union members.)

Benefits Offered (Out of 19 firms, 19 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	11%
Dental insurance	100%	11%
Vision insurance	95%	11%
Life insurance	32%	0%
Paid sick leave	95%	5%
Paid vacation	42%	5%
Retirement plan	68%	5%
Child care	5%	0%

Hours and Gender

Full time, 95%, avg 37 hrs/wk	Part time, 4%, avg 22 hrs/wk	Temporary/On call, 1%, avg 35 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 110 (20%)	Female employees, 431 (80%)

Recruitment Methods (Out of 19 firms, 19 answered this question.)

Employees' referrals	37%	Public school/ program referrals	58%
Newspaper ads	95%	Private school referrals	21%
Private employment agencies	5%	Employment Development Dept	11%
Unsolicited applicants	21%	Union Hall referrals	0%
In-house promotion or transfer	42%	College Placement Office	11%

Where the Jobs Are (in survey area)

Elementary schools

Promotional Opportunities (Out of 19 firms, 14 answered this question.)

Most (79%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to administration, assistant principal, principal, superintendent

Related Dictionary Of Occupational Codes and Titles

092.227-010 Teacher, Elementary School

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 150; the **California Occupational Guide**, No. 10; and the **California License Handbook**, Fifth Edition 1997, page 238. For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Teachers - Secondary School

OES Code: 313080

324 Jobs Represented by the 9 Employers Responding

Description of Occupation

Secondary School Teachers instruct students in public or private high schools in one or more subjects, such as English, mathematics, or social studies. Please include vocational high school teachers. Please do not include special education teachers who teach only students with disabilities.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 0%; some college, but no degree, 0%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 68%; graduate study, 32%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 11%; sometimes, 56%; usually, 11%; always, 22%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 22%; sometimes, 11%; usually, 56%; always, 11%. Previous experience required ranged from 7 to 36 months.

Positions requiring license or certification: Multiple Subject Teacher, Single Subject Teacher (secondary/departmentalized classroom), and Special Education teachers require teaching credentials.

Employment Trends, Size

Many (44%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (56%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 25 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 52%; growth, 28%; temporary/seasonal positions, 20%. Turnover rate was 4%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Very Large (401 to 481)

Growth Rate, 1993-2000: 20%, Average

(Projected growth for all occupations is 18.5%.)

Supply and Demand Assessment

Responding employers report it is **a little difficult** to find qualified experienced applicants who meet their hiring standards. Experienced applicants may experience competition in job seeking. Responding employers report it is **somewhat difficult** to find qualified inexperienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified inexperienced applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to apply teaching techniques and write effectively. Possess a designated subjects teaching credential and state teachers' certificate. Possess classroom management, problem solving, supervisory, recordkeeping, and audio visual teaching skills. Possess computer software skills.

Personal: Able to exercise patience, work under pressure, and work independently. Possess a clean police record, interpersonal and public contact skills. Understand cultural diversity and willing to work with close supervision.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 9 firms, 3 answered this question.)

Computer technology, distance learning skills; English as a second language

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Teachers - Secondary School

Annual Wages (July 1997)

	UNION		NON-UNION	
	Range	Median	Range	Median
New hires, no experience	\$23,100 - 28,800	\$26,000	\$24,000 - 26,014	\$25,000
New hires, experienced	26,000 - 35,600	30,593	27,598 - 32,000	29,429
Experienced, after 3 years	26,000 - 41,000	31,299	29,429 - 36,345	30,000
(67% employees represented are union members.)				

Benefits Offered (Out of 9 firms, 9 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	33%
Dental insurance	100%	22%
Vision insurance	100%	22%
Life insurance	44%	0%
Paid sick leave	100%	0%
Paid vacation	44%	0%
Retirement plan	89%	22%
Child care	0%	0%

Hours and Gender

Full time, 90%, avg 38 hrs/wk	Part time, 8%, avg 26 hrs/wk	Temporary/On call, 2%, avg 20 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 177 (55%)	Female employees, 147 (45%)

Recruitment Methods (Out of 9 firms, 9 answered this question.)

Employees' referrals	33%	Public school/ program referrals	78%
Newspaper ads	89%	Private school referrals	33%
Private employment agencies	0%	Employment Development Dept	0%
Unsolicited applicants	22%	Union Hall referrals	0%
In-house promotion or transfer	56%	Colleges/Universities, Education Newsletters	22%

Where the Jobs Are (in survey area)

Secondary schools

Promotional Opportunities (Out of 9 firms, 8 answered this question.)

Most (75%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to administration.

Related Dictionary Of Occupational Codes and Titles

091.227-010 Teacher, Secondary School

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 150; the **California Occupational Guide**, No. 57; and the **California License Handbook**, Fifth Edition 1997, page 238. For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Tree Trimmers

DOT 408.664-998 modified from 408.664-010 166 Jobs Represented by the 5 Employers Responding

Description of Occupation

Tree Trimmers trim trees to clear right-of-way for communications lines and electric power lines to minimize storm and short-circuit hazards; climbs trees to reach branches interfering with wires and transmission towers, using climbing equipment. Prunes treetops, using saws or pruning shears. Repairs trees damaged by storm or lightning by trimming jagged stumps and painting them to prevent bleeding of sap. Removes broken limbs from wires, using hooked extension pole. May work from bucket of extended truck boom to reach limbs.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 100%; some college, but no degree, 0%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 20%; sometimes, 80%; usually, 0%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 20%; usually, 60%; always, 20%. Previous experience required ranged from 6 to 48 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

Most (60%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (40%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 34 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 26%; people in permanent positions leaving firms, 35%; growth, 35%; temporary/seasonal positions, 3%. Turnover rate was 7%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Not available

Growth Rate, 1993-2000: Not available

(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **very difficult** to find qualified experienced applicants who meet their hiring standards. Demand is considerably greater than supply of qualified experienced applicants. Responding employers report it is **somewhat difficult** to find qualified inexperienced applicants who meet their hiring standards. Demand is somewhat greater than the supply of qualified inexperienced applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to climb trees and to high places, use saws and chain saws, use pruning shears, trim jagged stumps and paint them to prevent sap bleeding, use hooked extension pole to remove broken limbs from wires, fell trees interfering with power service, work from bucket of extended truck boom to reach limbs. Possess pruning treetop skills.

Physical: Able to work outdoors in all weather conditions. Able to perform strenuous, physically demanding work and lift at least 50 pounds repeatedly. Possess agility, coordination, and good health.

Personal: Willing to work with close supervision, independently, and to work as part of a team.

Basic: Able to read and follow written and oral instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 5 firms, 4 answered this question.)

Rope climbing, climb trees without spurs, learn new information on pests, insects and diseases

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Tree Trimmers

Hourly Wages (July 1997)

	NON-UNION and UNION	
	Range	Median
New hires, no experience	\$ 5.00 - 8.00	\$ 7.00
New hires, experienced	7.00 - 11.00	10.00
Experienced, after 3 years	12.00 - 18.00	13.00

(96% employees represented are union members.)

Benefits Offered (Out of 5 firms, 2 offer benefits.)

	Full-Time	Part-Time
Medical insurance	50%	0%
Dental insurance	50%	0%
Vision insurance	50%	0%
Life insurance	100%	0%
Paid sick leave	0%	0%
Paid vacation	100%	0%
Retirement plan	0%	0%
Child care	0%	0%

Hours and Gender

Full time, 99%, avg 40 hrs/wk	Part time, 1%, avg 30 hrs/wk	Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 163 (98%)	Female employees, 3 (2%)

Recruitment Methods (Out of 5 firms, 5 answered this question.)

Employees' referrals	80%	Public school/ program referrals	0 %
Newspaper ads	80%	Private school referrals	0 %
Private employment agencies	40%	Employment Development Dept	20 %
Unsolicited applicants	60%	Union Hall referrals	20%
In-house promotion or transfer	20%	Word-of-Mouth	20%

Where the Jobs Are (in survey area)

Ornamental tree and shrub services

Promotional Opportunities (Out of 5 firms, 5 answered this question.)

Most (60%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to climber, estimator, foreman, operations, supervisor, management.

Related Dictionary Of Occupational Codes and Titles

408.664-010 Tree Trimmer

408.667-010 Tree-Trimmer Helper

Additional Information

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Veterinary Assistants

OES Code: 798060

27 Jobs Represented by the 10 Employers Responding

Description of Occupation

Veterinary Assistants examine animals for a veterinarian. They prepare animals for surgery, perform post-operational medical treatment as needed, and give medications to animals. They usually work directly under the supervision of a veterinarian. They receive extensive training on the job and may also have some post secondary education such as trade school or junior college.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 62%; some college, but no degree, 23%; Associate (2 year) Degree, 15%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 0%; sometimes, 40%; usually, 50%; always, 10%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 10%; sometimes, 40%; usually, 40%; always, 10%. Previous experience required ranged from 3 to 48 months.

Positions requiring license or certification: Paramedics to assist veterinarians.

Employment Trends, Size

Many (50%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (50%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 13 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 31%; people in permanent positions leaving firms, 38%; growth, 23%; temporary/seasonal positions, 8%. Turnover rate was 19%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (20 to 25)

Growth Rate, 1993-2000: 25.0%, Faster than average

(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to follow animal feeding and handling requirements, apply sterilization techniques; follow laboratory procedures, administer medications, record and report information accurately, write effectively, and administer emergency first aid. Possess word processing and computer software skills.

Physical: Able to lift at least 50 pounds repeatedly.

Personal: Able to work under pressure, assess emergency situations and set priorities quickly, and work independently. Possess public contact skills. Willing to work with close supervision.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 10 firms, 2 answered this question.)

Computer skills, affinity for animals, physically fit

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Veterinary Assistants

Hourly Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$5.00 - 6.00	\$5.70
New hires, experienced	5.00 - 8.00	6.50
Experienced, after 3 years	6.00 - 10.00	7.50

Benefits Offered (Out of 10 firms, 8 offer benefits.)

	Full-Time	Part-Time
Medical insurance	38%	0%
Dental insurance	25%	0%
Vision insurance	25%	0%
Life insurance	25%	0%
Paid sick leave	25%	13%
Paid vacation	88%	13%
Retirement plan	13%	0%
Child care	0%	0%

Hours and Gender

Full time, 33%, avg 40 hrs/wk Part time, 63%, avg 24 hrs/wk Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 4%, avg 22 hrs/wk Male employees, 1 (4%) Female employees, 26 (96%)
(A few employers pay monthly salaries with hours ranging from 40 to 45 per week.)

Recruitment Methods (Out of 10 firms, 9 answered this question.)

Employees' referrals	67%	Public school/ program referrals	44%
Newspaper ads	56%	Private school referrals	11%
Private employment agencies	0%	Employment Development Dept	0%
Unsolicited applicants	56%	Union Hall referrals	0%
In-house promotion or transfer	0%	Resumes	11%

Where the Jobs Are (in survey area)

Veterinary services

Promotional Opportunities (Out of 10 firms, 10 answered this question.)

Many (40%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to front desk, receptionist, technician.

Related Dictionary Of Occupational Codes and Titles

079.361-014 Veterinary Technician

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 472; and the **California License Handbook**, Fifth Edition 1997, page 75

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Veterinary Technicians and Technologists

OES Code: 329510

32 Jobs Represented by the 10 Employers Responding

Description of Occupation

Veterinary Technicians and Technologists perform medical tests in a laboratory environment for use in the treatment and diagnosis of diseases in animals. They prepare vaccines and serums for prevention of diseases. They prepare tissue samples, take blood samples, and execute laboratory tests such as urinalysis and blood counts. They clean and sterilize instruments and materials and maintain equipment and machines.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 0%; some college, but no degree, 83%; Associate (2 year) Degree, 17%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 0%; sometimes, 40%; usually, 40%; always, 20%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 0%; sometimes, 10%; usually, 50%; always, 40%. Previous experience required ranged from 12 to 24 months.

Positions requiring license or certification: Paramedicals to assist veterinarians.

Employment Trends, Size

Most (60%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **many** (40%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 6 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 0%; people in permanent positions leaving firms, 33%; growth, 50%; temporary/seasonal positions, 17%. Turnover rate was 6%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Small (15 to 19)

Growth Rate, 1993-2000: 26.7%, Faster than average

(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **somewhat difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Demand is somewhat greater than supply of qualified applicants.

Important Qualifications/Skills for Job Entry

Technical: Able to accurately record and report information, write effectively, follow laboratory procedures, and perform routine laboratory tasks. Possess instrument sterilization, blood drawing and computer software skills. Know veterinary office procedures and medical terminology.

Physical: Possess emotional stability, good physical condition, and good eye-hand coordination.

Personal: Able to work as part of a team, under pressure, and independently. Willing to work with close supervision. Possess public contact skills.

Basic: Able to read and follow instructions and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 10 firms, 5 answered this question.)

Computer skills, physical strength, veterinary technician schooling, learn new medicines, continue education

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Veterinary Technicians and Technologists

Wages (July 1997)

	NON-UNION	
	Range	Median
New hires, no experience	\$5.00 - 9.00	\$6.50
New hires, experienced	7.00 - 10.00	7.75
Experienced, after 3 years	8.00 - 12.00	9.50

Benefits Offered (Out of 10 firms, 10 offer benefits.)

	Full-Time	Part-Time
Medical insurance	40%	0%
Dental insurance	40%	0%
Vision insurance	20%	0%
Life insurance	20%	0%
Paid sick leave	40%	10%
Paid vacation	90%	10%
Retirement plan	10%	0%
Child care	0%	0%

Hours and Gender

Full time, 59%, avg 40 hrs/wk Part time, 41%, avg 22 hrs/wk Temporary/On call, 0%, avg 0 hrs/wk
Seasonal, 0%, avg 0 hrs/wk Male employees, 2 (6%) Female employees, 30 (94%)
(Some employers pay monthly salaries with hours ranging from 40 to 50 per week.)

Recruitment Methods (Out of 10 firms, 10 answered this question.)

Employees' referrals	60%	Public school/ program referrals	40%
Newspaper ads	40%	Private school referrals	20%
Private employment agencies	10%	Employment Development Dept	0%
Unsolicited applicants	30%	Union Hall referrals	0%
In-house promotion or transfer	20%	Resumes on file	10%

Where the Jobs Are (in survey area)

Veterinary services, animal specialty services

Promotional Opportunities (Out of 10 firms, 10 answered this question.)

Some (30%) employers who answered this question offer promotional opportunities.

Related Dictionary Of Occupational Codes and Titles

079.361-014 Veterinary Technician

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 470; the **California Occupational Guide**, No. 402; and the **California License Handbook**, Fifth Edition 1997, page 75.
For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Welfare Eligibility Workers & Interviewers

OES Code: 535020

83 Jobs Represented by the 5 Employers Responding

Description of Occupation

Welfare Eligibility Workers and Interviewers interview and investigate applicants and recipients to determine eligibility for use of social programs and agency resources. Their duties include recording and evaluating personal and financial data obtained from individuals, initiating procedures to grant, modify, deny, or terminate eligibility for various aid programs; authorizing amount of grants, and preparing reports. These workers generally receive specialized training and assist Social Service Caseworkers.

Education, Training, and Experience

Education

Responding employers reported the level of formal education of most of their recently hired employees is as follows: less than high school, 0%; high school or equivalent, 3%; some college, but no degree, 97%; Associate (2 year) Degree, 0%; Bachelor (4 year) Degree, 0%; graduate study, 0%.

Training

Responding employers reported training is acceptable as a substitute for experience as follows: never, 40%; sometimes, 20%; usually, 40%; always, 0%.

Previous Experience

Responding employers reported they require previous experience as follows: never, 20%; sometimes, 0%; usually, 40%; always, 40%. Previous experience required ranged from 12 to 24 months.

Positions requiring license or certification: Not applicable.

Employment Trends, Size

All (100%) responding employers expect this occupation's employment to remain stable over the next 3 years, while **none** (0%) expect it to grow. **None** (0%) expect it to decline. Responding employers reported 36 persons were hired in this occupation during the last 12 months for the following reasons: promotions, 22%; people in permanent positions leaving firms, 28%; growth, 3%; temporary/seasonal positions, 47%. Turnover rate was 12%.

EDD Occupational Projections 1993 to 2000

Size of Occupation: Medium (102 to 113)

Growth Rate, 1993-2000: 10.8%, Slower than average
(Projected growth for all occupations is 18.5%)

Supply and Demand Assessment

Responding employers report it is **a little difficult** to find qualified inexperienced and experienced applicants who meet their hiring standards. Worker supply is somewhat larger than demand for qualified applicants and applicants may experience competition in job seeking.

Important Qualifications/Skills for Job Entry

Technical: Able to complete forms, write effectively, and use a calculator. Possess alphabetic and numeric filing, social work, recordkeeping, telephone answering, problem solving, computer, and data entry skills. Know family social work.

Physical: Able to sit continuously for two or more hours.

Personal: Able to deal effectively with difficult individuals, manage unexpected situations or circumstances, read and comprehend information quickly, apply complex rules and regulations, work under pressure, work independently, and pay attention to detail. Possess listening and public contact skills. Be tactful and understand cultural diversity. Willing to work with close supervision.

Basic: Able to think logically, read and follow written and oral instructions, and write legibly. Possess oral communication and basic math skills.

New skills needed over the next three years: (Out of 5 firms, 5 answered this question.)

Computer and computer software skills

Key Terms: All, 100%; Almost all, 80-99%; Most, 60-79%; Many, 40-59%; Some, 20-39%; Few, less than 20% of survey respondents

Welfare Eligibility Workers & Interviewers

Wages (July 1997)

	UNION		NON-UNION	
	Range	Median	Range	Median
New hires, no experience	\$ 8.54 - 9.57	\$ 9.34	\$10.34 - 10.34	\$10.34
New hires, experienced	9.34 - 12.20	10.49	11.75 - 11.75	11.75
Experienced, after 3 years	10.81 - 12.64	11.94	13.61 - 13.61	13.61

(80% employees represented are union members.)

Benefits Offered (Out of 5 firms, 5 offer benefits.)

	Full-Time	Part-Time
Medical insurance	100%	0%
Dental insurance	100%	0%
Vision insurance	100%	0%
Life insurance	100%	0%
Paid sick leave	100%	0%
Paid vacation	100%	0%
Retirement plan	100%	0%
Child care	0%	0%

Hours and Gender

Full time, 94%, avg 40 hrs/wk	Part time, 0%, avg 0 hrs/wk	Temporary/On call, 6%, avg 40 hrs/wk
Seasonal, 0%, avg 0 hrs/wk	Male employees, 6 (7%)	Female employees, 77 (93%)

Recruitment Methods (Out of 5 firms, 5 answered this question.)

Employees' referrals	0%	Public school/ program referrals	0%
Newspaper ads	60%	Private school referrals	0%
Private employment agencies	0%	Employment Development Dept	0%
Unsolicited applicants	0%	Union Hall referrals	0%
In-house promotion or transfer	40%	Cooperative Personnel Systems, Merit System Services, Job Flyers	80%

Where the Jobs Are (in survey area)

Job training and related services, county government

Promotional Opportunities (Out of 5 firms, 5 answered this question.)

All (100%) employers who answered this question offer promotional opportunities. Promotional opportunities reported were to eligibility worker III, program specialist, help desk, eligibility supervisor.

Related Dictionary Of Occupational Codes and Titles

195.267-010 Eligibility Worker

168.267-038 Eligibility and Occupancy Interviewer

Additional Information

For additional information about this occupation, refer to the **Occupational Outlook Handbook**, page 254.

For California labor market and occupational information on the Internet: <http://www.calmis.cahwnet.gov>.

Sample Survey Questionnaire

Employment by Major Occup. Group, 1993-2000 Annual Averages, Mother Lode Consortium

Occupations with the Greatest Absolute Job Growth, 1993-2000, Mother Lode Consortium

Occupations with the Fastest Job Growth, 1993-2000, Mother Lode Consortium

EDD Job Services for Employers and Job Seekers, Field Offices

LMI Area Analysts and Telephone Numbers

CCOIS Local Partners and Telephone Numbers

California Labor Market and Occupational Information on the Internet

Interesting Internet Web Sites

CCOIS User Survey for mailing



Please return completed questionnaire to:
Mother Lode Job Training
PO Box 1176
Sonora CA 95370

Phone: (209) 532-2820
Fax: (209) 533-1079

ALL RESPONSES ARE KEPT STRICTLY CONFIDENTIAL

Whom should we contact with any further questions?

NAME: _____
POSITION: _____
PHONE: _____ FAX: _____

Please complete this questionnaire for the occupation described below. If you have multiple locations, please confine your answers to locations in your county. Please call the number above if you have questions.

TEACHERS - ELEMENTARY SCHOOL

Elementary School Teachers teach elementary (kindergarten through eighth grade) pupils in public or private schools basic academic, social, and other formative skills. Please do not include special education teachers who teach only handicapped pupils.

1. What job title(s) do you use for these duties _____ 005

2. How many employees do you currently have in this occupation? _____ 010
How many of these fall within each of the following categories, and how many hours per week do they work, on average?

	NUMBER OF EMPLOYEES				AVERAGE WEEKLY HOURS			
Regular, Full Time:				590				591
Regular, Part Time:				650				651
Temporary Or On-Call:				630				631
Seasonal:				610				611

3. Of the people you have hired into this occupation over the last 12 months, how many were hired to fill:

vacancies resulting from promotions within your firm?	<table><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table>																	031
vacancies resulting from people in permanent positions leaving your firm?	<table><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table>																	032
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4. Of the employees you currently have in this occupation, how many are: MALE? _____ 060 FEMALE? _____ 061

5. During the last year, did your firm's employment in this occupation: (Please Check One)

DECLINE ☐ 480 3 REMAIN STABLE ☐ 480 2 GROW ☐ 480 1

Why? _____ 481

6. Over the next three years, do you expect your firm's employment in this occupation to: (Please Check One)

DECLINE ☐ 740 3 REMAIN STABLE ☐ 740 2 GROW ☐ 740 1

Why? _____ 741

7. Are your employees in this occupation members of a union? (Please Check One) YES ☐ 300 1 NO ☐ 300 2

8. For the people you hire into this occupation, is previous experience required? (Please Check One)

NEVER ☐ 390 4 SOMETIMES ☐ 390 3 USUALLY ☐ 390 2 ALWAYS ☐ 390 1

9. If you require previous experience, what jobs can it be in and how many months of experience meet your qualifications?

(Job Title) 414 (Months of Experience) 415 _____
(Job title) 415 (Months of Experience) 417

10. How difficult is it to find *fully experienced and qualified* applicants? (Please Check One)

NOT DIFFICULT ☐ 721 1 A LITTLE DIFFICULT ☐ 721 2 SOMEWHAT DIFFICULT ☐ 721 3 VERY DIFFICULT ☐ 721 4

11. If you ever hire *Inexperienced* applicants (trained or untrained), how difficult is it to find applicants who meet your hiring standards? (Please Check One)

NOT DIFFICULT ☐ 731 1 A LITTLE DIFFICULT ☐ 731 2 SOMEWHAT DIFFICULT ☐ 731 3 VERY DIFFICULT ☐ 731 4

12. Is training acceptable as a substitute for experience? (Please Check One)

NEVER ☐ 391 4 SOMETIMES ☐ 391 3 USUALLY ☐ 391 2 ALWAYS ☐ 391 1

13. If training or certification is required prior to employment, please describe what is needed and how much.

(Training or Certification Needed) _____ 153 _____ 156
(Months of Training)

14. What level of formal education do most of your recently hired employees in this occupation have? (Please Check One)

LESS THAN HIGH SCHOOL	<input type="checkbox"/> 140	ASSOCIATE (2 YEAR) DEGREE	<input type="checkbox"/> 142
HIGH SCHOOL OR EQUIVALENT	<input type="checkbox"/> 141	BACHELOR (4 YEAR) DEGREE	<input type="checkbox"/> 144
SOME COLLEGE, BUT NO DEGREE	<input type="checkbox"/> 157	GRADUATE STUDY	<input type="checkbox"/> 158

15. What type of computer software skills, if any, do you seek in applicants for this occupation? (Please check all that apply)

WORD PROCESSING ☐ 051 SPREADSHEET ☐ 050 DATABASE ☐ 052 DESKTOP PUBLISHING ☐ 053

Other (Please Specify): _____ 054 _____ 055

16. Over the next three years, what new skills are needed to perform the functions of this occupation and what skills are becoming obsolete?

NEW SKILLS: _____ 460 _____ 462
_____ 461 _____ 463

17. What is the usual income earned by your employees in this occupation at the following levels of skill and experience? Please separate the base wage or salary from tips and commissions, if applicable.

	BASE WAGE OR SALARY		TIPS OR COMMISSIONS	
New Hires With No Experience (Trained or Untrained):	\$ _____	550	\$ _____	553
New Hires Who Are Experienced:	\$ _____	551	\$ _____	554
Experienced Employees After Three Years With Your Firm:	\$ _____	552	\$ _____	555

Per: (Please Check One) HOUR ☐ 556 H WEEK ☐ 556 W HOUR ☐ 557 H WEEK ☐ 557 W
MONTH ☐ 556 M YEAR ☐ 556 A MONTH ☐ 557 M YEAR ☐ 557 A

Other(Please specify) _____ ☐ 556 O Other _____ ☐ 557 O

18. Does your firm offer benefits to employees in this occupation? (Please Check One)

If yes, please specify: (Please Check All That Apply)

	FULL-TIME	PART-TIME		FULL-TIME	PART-TIME
MEDICAL INSURANCE	<input type="checkbox"/> 573	<input type="checkbox"/> 583	PAID SICK LEAVE	<input type="checkbox"/> 571	<input type="checkbox"/> 581
DENTAL INSURANCE	<input type="checkbox"/> 574	<input type="checkbox"/> 584	PAID VACATION	<input type="checkbox"/> 570	<input type="checkbox"/> 580
VISION INSURANCE	<input type="checkbox"/> 575	<input type="checkbox"/> 585	RETIREMENT PLAN	<input type="checkbox"/> 572	<input type="checkbox"/> 582
LIFE INSURANCE	<input type="checkbox"/> 576	<input type="checkbox"/> 586	CHILD CARE	<input type="checkbox"/> 577	<input type="checkbox"/> 587
Other (Please Specify): _____	578		Other(Please specify): _____	588	

19. Do you ever promote employees from this occupation to higher level position? (Please Check One)

YES ☐ 514 1 NO ☐ 514 2

If yes, please specify: _____ 510

20. When you recruit employees for this occupation, which of the following methods do you *primarily* use? (Check all that apply)

EMPLOYEES' REFERRALS	<input type="checkbox"/> 371	PUBLIC SCHOOL OR PROGRAM REFERRALS	<input type="checkbox"/> 376
RECRUIT VIA NEWSPAPER ADS	<input type="checkbox"/> 372	PRIVATE SCHOOL REFERRALS	<input type="checkbox"/> 377
PRIVATE EMPLOYMENT AGENCIES	<input type="checkbox"/> 373	EMPLOYMENT DEVELOPMENT DEPT.	<input type="checkbox"/> 374
HIRE UNSOLICITED APPLICANTS	<input type="checkbox"/> 379	UNION HALL REFERRALS	<input type="checkbox"/> 378
IN-HOUSE PROMOTION OR TRANSFER	<input type="checkbox"/> 370	Other(Please specify): _____	<input type="checkbox"/> 380

THANK YOU FOR YOUR COOPERATION !

Would you like to receive the outlook summary for this or any other occupation? (Please check one) YES ☐ 382 1 NO ☐ 382 2

TABLE 3
EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
1993 - 2000 ANNUAL AVERAGES
MOTHER LODE CONSORTIUM

OCCUPATIONAL GROUP	1993	PERCENT OF TOTAL	2000	PERCENT OF TOTAL	ABSOLUTE CHANGE	PERCENT CHANGE
TOTAL, ALL OCCUPATIONS (1)	34,930	100.0%	41,400	100.0%	6,470	18.5%
MGRS AND ADMIN OCCUPATIONS	2,410	6.9%	2,735	6.6%	325	13.5%
PROFESSIONAL, PARAPROF, TECHNICAL	7,515	21.5%	8,885	21.5%	1,370	18.2%
SALES AND RELATED OCCUPATIONS	3,375	9.7%	4,130	10.0%	755	22.4%
CLERICAL, ADMINISTRATIVE SUPPORT	5,595	16.0%	6,030	14.6%	435	7.8%
SERVICE OCCUPATIONS	7,795	22.3%	9,630	23.3%	1,835	23.5%
AGRICULTURAL, FORESTRY, FISHING	960	2.7%	1,085	2.6%	125	13.0%
PROD, CONST, OPER, MAT HANDLING	6,850	19.6%	7,970	19.3%	1,120	16.4%

(1) Total is based on the March 1994 benchmark.

OCCUPATIONAL CHART
EMPLOYMENT BY MAJOR OCCUPATIONAL GROUP
MOTHER LODE CONSORTIUM 1993 - 2000

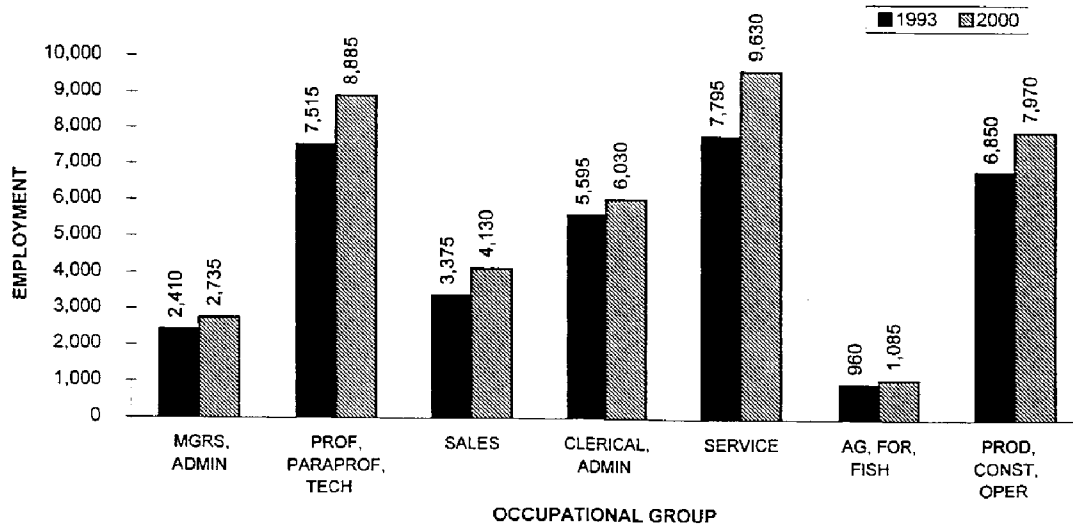


TABLE 4
OCCUPATIONS WITH THE GREATEST ABSOLUTE JOB GROWTH (1)
1993 - 2000

MOTHER LODE CONSORTIUM

OCCUPATION	ANNUAL AVERAGES		ABSOLUTE CHANGE	PERCENT CHANGE
	1993	2000		
CORRECTION OFFICERS, JAILERS	1,025	1,400	375	36.6%
CASHIERS	1,040	1,305	265	25.5%
SALESPERSONS - RETAIL(NON-VEHICLE)	1,005	1,245	240	23.9%
WAITERS AND WAITRESSES	970	1,175	205	21.1%
FOOD PREPARATION WORKERS	700	890	190	27.1%
INSTRUCTIONAL AIDES	555	685	130	23.4%
GENERAL OFFICE CLERKS	880	1,000	120	13.6%
REGISTERED NURSES	440	555	115	26.1%
MAINT REPAIRERS, GENL UTILITY	580	695	115	19.8%
TEACHERS--ELEMENTARY SCHOOL	875	980	105	12.0%
MAIDS AND HOUSEKEEPING CLEANERS	645	750	105	16.3%
GENERAL MANAGERS, TOP EXECUTIVES	995	1,095	100	10.1%
NURSE AIDES, ORDERLIES, ATTENDANTS	345	440	95	27.5%
COOKS--RESTAURANT	315	405	90	28.6%
TEACHERS--SPECIAL EDUCATION	225	310	85	37.8%
TEACHERS--SECONDARY SCHOOL	400	480	80	20.0%
TRUCK DRIVERS, LIGHT	320	395	75	23.4%
COMBINED FOOD PREP AND SERVICE	325	390	65	20.0%
TRUCK DRIVERS, HEAVY	390	455	65	16.7%
DINING RM ATTENDANTS, BAR HELPERS	255	315	60	23.5%
HOTEL DESK CLERKS	195	245	50	25.6%
BOOKKEEPING, ACCOUNTING CLERKS	825	875	50	6.1%
JANITORS, CLEANERS--EXCEPT MAIDS	430	480	50	11.6%
AMUSEMENT, RECREATION ATTENDANTS	115	165	50	43.5%
GARDENERS, GROUNDSKEEPERS-EX FARM	255	305	50	19.6%
STOCK CLERKS--SALES FLOOR	280	325	45	16.1%
AUTOMOTIVE MECHANICS	210	255	45	21.4%
CARPENTERS	215	260	45	20.9%
COUNTER ATTENDANTS--FOOD	210	250	40	19.0%
CONSTRUCTION MANAGERS	90	125	35	38.9%
ACCOUNTANTS AND AUDITORS	190	225	35	18.4%
RECEPTIONISTS, INFORMATION CLERKS	270	305	35	13.0%
COOKS--SPECIALTY FAST FOOD	155	190	35	22.6%
HOME HEALTH CARE WORKERS	40	75	35	87.5%
FOOD SERVICE MANAGERS	100	130	30	30.0%
TEACHERS, PRESCHOOL & KINDERGARTEN	115	145	30	26.1%
LICENSED VOCATIONAL NURSES	160	190	30	18.8%
COUNTER AND RENTAL CLERKS	105	135	30	28.6%
SECRETARIES, GENERAL	530	560	30	5.7%
COOKS--SHORT ORDER	105	135	30	28.6%
FIRST-LINE SUP/MGR-CONSTRUCTION	150	180	30	20.0%
FINANCIAL MANAGERS	240	265	25	10.4%
SOCIAL WKRS--EX MED, PSYCHIATRIC	210	235	25	11.9%
TEACHERS--VOC ED AND TRAINING	210	235	25	11.9%
PHARMACISTS	90	115	25	27.8%
SALES REPS, NON-SCIENTIFIC EX RET	195	220	25	12.8%
COOKS--INSTITUTION OR CAFETERIA	200	225	25	12.5%
DENTAL ASSISTANTS	90	115	25	27.8%
EDUCATION ADMINISTRATORS	135	155	20	14.8%
SYSTEMS ANALYSTS--ELEC DATA PROC	40	60	20	50.0%
TOTAL OF THESE OCCUPATIONS	18,440	22,145	3,705	20.1%

(1) Excludes not elsewhere classified (NEC) categories.

TABLE 5
OCCUPATIONS WITH THE FASTEST JOB GROWTH (1)
1993 - 2000

MOTHER LODE CONSORTIUM

OCCUPATION	ANNUAL AVERAGES		ABSOLUTE CHANGE	PERCENT CHANGE
	1993	2000		
AMUSEMENT, RECREATION ATTENDANTS	115	165	50	43.5%
CONSTRUCTION MANAGERS	90	125	35	38.9%
TEACHERS--SPECIAL EDUCATION	225	310	85	37.8%
CORRECTION OFFICERS, JAILERS	1,025	1,400	375	36.6%
PAINTERS, PAPERHANGERS--CONST	65	85	20	30.8%
FOOD SERVICE MANAGERS	100	130	30	30.0%
COOKS--RESTAURANT	315	405	90	28.6%
COUNTER AND RENTAL CLERKS	105	135	30	28.6%
COOKS--SHORT ORDER	105	135	30	28.6%
HEATING, AC, REFRIG MECHANICS	70	90	20	28.6%
PHARMACISTS	90	115	25	27.8%
DENTAL ASSISTANTS	90	115	25	27.8%
NURSE AIDES, ORDERLIES, ATTENDANTS	345	440	95	27.5%
FOOD PREPARATION WORKERS	700	890	190	27.1%
REGISTERED NURSES	440	555	115	26.1%
TEACHERS, PRESCHOOL & KINDERGARTEN	115	145	30	26.1%
HOTEL DESK CLERKS	135	245	50	25.6%
CASHIERS	1,040	1,305	265	25.5%
HOSTS, HOSTESSES--RESTAURANTS	80	100	20	25.0%
SALESPERSONS - RETAIL(NON-VEHICLE)	1,005	1,245	240	23.9%
DINING RM ATTENDANTS, BAR HELPERS	255	315	60	23.5%
TRUCK DRIVERS, LIGHT	320	395	75	23.4%
INSTRUCTIONAL AIDES	555	685	130	23.4%
LAWYERS	65	80	15	23.1%
PLUMBERS, PIPEFITTERS, STEAMFITTER	65	80	15	23.1%
BUS DRIVERS	65	80	15	23.1%
DRIVER/SALES WORKERS	65	80	15	23.1%
COOKS--SPECIALTY FAST FOOD	155	190	35	22.6%
AUTOMOTIVE MECHANICS	210	255	45	21.4%
WAITERS AND WAITRESSES	970	1,175	205	21.1%
INSTRUCTORS AND COACHES--SPORTS	95	115	20	21.1%
BUS AND TRUCK MECHANICS	95	115	20	21.1%
CARPENTERS	215	260	45	20.9%
TEACHERS--SECONDARY SCHOOL	400	480	80	20.0%
COMBINED FOOD PREP AND SERVICE	325	390	65	20.0%
FIRST-LINE SUP/MGR-CONSTRUCTION	150	180	30	20.0%
INSTRUCTORS--NON-VOC EDUCATION	75	90	15	20.0%
SALESPERSONS--PARTS	75	90	15	20.0%
MAINT REPAIRERS, GENL UTILITY	580	695	115	19.8%
GARDENERS, GROUNDSKEEPERS-EX FARM	255	305	50	19.6%
COUNTER ATTENDANTS--FOOD	210	250	40	19.0%
LICENSED VOCATIONAL NURSES	160	190	30	18.8%
HOUSEKEEPING SUPERVISORS	80	95	15	18.8%
MEDICAL ASSISTANTS	80	95	15	18.8%
ACCOUNTANTS AND AUDITORS	190	225	35	18.4%
GUARDS AND WATCH GUARDS	85	100	15	17.6%
HAND PACKERS AND PACKAGERS	85	100	15	17.6%
TRUCK DRIVERS, HEAVY	390	455	65	16.7%
MAIDS AND HOUSEKEEPING CLEANERS	645	750	105	16.3%
STOCK CLERKS--SALES FLOOR	280	325	45	16.1%
TOTAL OF THESE OCCUPATIONS	13,510	16,775	3,265	24.2%

(1) Excludes not elsewhere classified (NEC) categories and occupations with employment of less than 80 in 2000.

JOB SERVICES FOR EMPLOYERS AND JOBSEEKERS

The Employment Development Department (EDD) is the largest source of personnel recruitment in California. There is no fee to employers or jobseekers.

Employers may wish to place a job order with EDD or ask about other services available to employers from EDD.

Job seekers may wish to complete an application to be matched against employer job orders or to request other assistance in finding a job or training.

Job Match is the EDD's computerized system which matches qualified job applicants electronically with the employers's job orders. It is a fast and easy way to match people with job openings. Job Match has the capability to provide a statewide search for job applicants and employers.

If you are interested in any of the above, contact the following EDD Job Service office(s).

TUOLUMNE COUNTY

Sonora Job Service
197 Mono Way
Sonora, CA 95370-5197
Phone:
Employers: (209) 536-2972
Job seekers: (209) 536-2971
Unemployment: (209) 532-6941
FAX: (209) 586-2977

AMADOR COUNTY

Placerville Job Service
4535 Missouri Flat Road, Ste 101
Placerville, CA 95667
Phone: (530) 642-5516
FAX: (530) 642-5523

CALAVERAS COUNTY

Sonora Job Service
197 Mono Way
Sonora, CA 95370-5197
Phone:
Employers: (209) 536-2972
Job seekers: (209) 536-2971
Unemployment: (209) 532-6941
FAX: (209) 586-2977

MARIPOSA COUNTY

Merced Job Service
1205 West 18th Street
Merced, CA 95340-4596
Phone:
Employers: (209) 726-5404
Job seekers: (209) 726-5407
FAX: (209) 726-5477

This Projections and Planning Information Publication was prepared by the Labor Market Information Division of the Employment Development Department.

**Employment Development Department
Labor Market Information Division/Area Services Group
County Single Point of Contact (SPOC)**

Issue Date: 10/15/97

County Name	Area Hub	Single Point of Contact	Public Telephone No.	CALNET Prefix	Alternate Contact
Statewide	N/A	Information Desk	916/262-2162	469	N/A
Alameda	CC	Paak-Yin Tam	510/563-5301	541	Jeanette Miller (510/602-1588)
Alpine	N	Quentin Turner	916/774-4384	None	David Lyons (916/227-2015)
Amador	N	Cynthia Solorio	209/941-6550	None	David Lyons (916/227-2015)
Butte (Chico)	N	Brandy Martin	916/895-4300	459	Kathy Porter (916/225-2582)
Calaveras	CV	Victor Coelho	209/244-7718	None	Carla Barnes (209/244-7718)
Colusa	N	Brandy Martin	916/895-4300	459	Kathy Porter (916/225-2582)
Contra Costa	CC	Jeanette Miller	510/602-1588	None	Paak-Yin Tam (510/563-5301)
Del Norte	N	Anita Kimbrell	707/441-5892	538	Idell Weydemeyer (707/648-4030)
El Dorado	N	David Lyons	916/227-2015	None	Quentin Turner (916/774-4384)
Fresno	CV	Carla Barnes	209/244-7716	None	Victor Coelho (209/244-7718)
Glenn	N	Brandy Martin	916/895-4300	459	Kathy Porter (916/225-2582)
Humboldt	N	Anita Kimbrell	707/441-5892	538	Idell Weydemeyer (707/648-4030)
Imperial	S	Jerry Shea	909/275-3204	None	Connie Lau (909/460-7657)
Inyo	CV	Sarah Parker	805/395-2543	681	Dee Johnson (805/568-1358)
Kern	CV	Sarah Parker	805/395-2543	681	Dee Johnson (805/568-1358)
Kings	CV	Victor Coelho	209/244-7718	None	Carla Barnes (209/244-7718)
Lake	N	Anita Kimbrell	707/441-5892	538	Idell Weydemeyer (707/648-4030)
Lassen	N	Brandy Martin	916/895-4300	459	Kathy Porter (916/225-2582)
Los Angeles (Any L.A. Analyst)	LA				
Central City	LA	Peter Force	213/744-2261	623	Margaret Platt (818/898-4184)
San Fernando Valley	LA	Margaret Platt	818/898-4184	None	Peter Force (213/744-2261)
San Gabriel Valley	LA	Linda Reed	626/350-6530	653	Margaret Platt (818/898-4184)
South Bay	LA	Margaret Platt	818/898-4184	None	Linda Reed (626/350-6530)
Madera	CV	Carla Barnes	209/244-7718	None	Victor Coelho (209/244-7718)
Marin	CC	Jeanette Miller	510/602-1588	None	Paak-Yin Tam (510/563-5301)
Mariposa	CV	Carla Barnes	209/244-7716	None	Victor Coelho (209/244-7718)
Mendocino	N	Anita Kimbrell	707/441-5892	538	Idell Weydemeyer (707/648-4030)
Merced	CV	Carla Barnes	209/244-7716	None	Victor Coelho (209/244-7718)
Modoc	N	Kathy Porter	916/225-2582	442	Brandy Martin (916/895-4300)
Mono	CV	Sarah Parker	805/395-2543	681	Dee Johnson (805/568-1358)
Monterey	CC	Eric Alexander	408/464-4367	None	Jeanette Miller (510/602-1588)
Napa	N	Idell Weydemeyer	707/648-4030	574	Anita Kimbrell (707/441-5892)
Nevada	N	Quentin Turner	916/774-4384	None	David Lyons (916/227-2015)
Orange	S	Eleanor Jordan	714/558-6408	667	Cheryl Mason (619/689-6544)
Placer	N	David Lyons	916/227-2015	None	Quentin Turner (916/774-4384)
Plumas	N	Brandy Martin	916/895-4300	459	Kathy Porter (916/225-2582)
Riverside	S	Jerry Shea	909/275-3204	None	Connie Lau (909/460-7657)
Sacramento	N	David Lyons	916/227-2015	None	Quentin Turner (916/774-4384)
San Benito	CC	Eric Alexander	408/464-4367	None	Jeanette Miller (510/602-1588)
San Bernardino	S	Connie Lau	909/460-7657	None	Jerry Shea (909/275-3204)
San Diego	S	Cheryl Mason	619/689-6544	None	Eleanor Jordan (714/558-6408)
San Francisco	CC	Jeanette Miller	510/602-1588	None	Ruth Kavanagh (850/578-2984)
San Joaquin	N	Cynthia Solorio	209/941-6550	None	David Lyons (916/227-2015)
San Luis Obispo	CV	Dee Johnson	805/568-1358	None	Sarah Parker (805/395-2543)
San Mateo	CC	Ruth Kavanagh	650/578-2984	None	Jeanette Miller (510/602-1588)
Santa Barbara	CV	Dee Johnson	805/568-1358	None	Sarah Parker (805/395-2543)
Santa Clara	CC	Eric Alexander	408/464-4367	None	Paak-Yin Tam (510/563-5301)
Santa Cruz	CC	Eric Alexander	408/464-4367	None	Jeanette Miller (510/602-1588)
Shasta	N	Kathy Porter	916/225-2582	442	Brandy Martin (916/895-4300)
Sierra	N	Quentin Turner	916/774-4384	None	David Lyons (916/227-2015)
Siskiyou	N	Kathy Porter	916/225-2582	442	Brandy Martin (916/895-4300)
Solano	N	Idell Weydemeyer	707/648-4030	574	Cynthia Solorio (209/941-6550)
Sonoma	N	Idell Weydemeyer	707/648-4030	574	Anita Kimbrell (707/441-5892)
Stanislaus	CV	Victor Coelho	209/244-7718	None	Carla Barnes (209/244-7718)
Sutter	N	Quentin Turner	916/774-4384	None	David Lyons (916/227-2015)
Tehama	N	Kathy Porter	916/225-2582	442	Brandy Martin (916/895-4300)
Trinity	N	Kathy Porter	916/225-2582	442	Brandy Martin (916/895-4300)
Tulare	CV	Victor Coelho	209/244-7718	None	Carla Barnes (209/244-7718)
Tuolumne	CV	Victor Coelho	209/244-7718	None	Carla Barnes (209/244-7718)
Ventura	CV	Dee Johnson	805/568-1358	681	Sarah Parker (805/395-2543)
Yolo	N	David Lyons	916/227-2015	None	Cynthia Solorio (209/941-6550)
Yuba	N	Quentin Turner	916/774-4384	None	David Lyons (916/227-2015)

CC = Central Coast Area Hub CV = Central Valley Area Hub LA = Los Angeles Area Hub N = Northern Area Hub S = Southern Area Hub

**CALIFORNIA COOPERATIVE OCCUPATIONAL INFORMATION SYSTEM (CCOIS)
LOCAL PARTNERS/AGENCIES**

ALAMEDA

Oakland Private Industry Council
(510) 208-7383

BUTTE

Private Industry Council
of Butte County
(916) 538-7301

CONTRA COSTA

Contra Costa County
Private Industry Council
(510) 848-5239

FRESNO

Fresno Career Development Cntr.
(209) 497-7844

GOLDEN SIERRA

Golden Sierra Job Training Agency
(916) 823-4631

HUMBOLOT

Humboldt County
Employment Training Dept.
(707) 441-4642

IMPERIAL

Private Industry Council of
Imperial County, Inc.
(760) 353-5050

KERN/INYO/MONO

Employers' Training Resource
(805) 861-3014

KINGS

Job Training Office
(209) 582-9213

LOS ANGELES

EDD/LMID*
(*New local contact
to be established.)
(916) 262-2162

MADERA

Madera County Department of
Education, Employment & Training
(209) 673-7031

MARIN

Marin Employment Connection
(415) 499-6038

MENDOCINO

Mendocino Private
Industry Council, Inc.
(707) 468-1196

MERCED

Merced County
Private Industry Training Dept.
(209) 385-7324

MONTEREY

Monterey County
Private Industry Council
(408) 755-3247

MOTHER LOOE

Mother Lode Job Training
(209) 533-3396

NAPA

Napa County
Training & Employment Center
(707) 253-4291

NORTEC

Job Training Center of
Tehama Co.
(916) 529-7010

NORTH CENTRAL

NO. Central Counties Consortium
(916) 741-7145

ORANGE

Orange County, Job Training
Partnership Agency
(714) 567-7530

RIVERSIDE

Riverside County EDA
Job Training
(909) 275-3100

SACRAMENTO/YOLO

Yolo County Community
Partnership Agency
(916) 661-2900

SAN BENITO

NOVA Private Industry Council
(408) 730-7273

SAN BERNARDINO

County of San Bernardino,
Jobs & Employment Service Dept.
(909) 443-3330

SAN DIEGO

San Diego Workforce
Partnership, Inc.
(619) 238-1445

SAN FRANCISCO

Private Industry Council
of San Francisco
(415) 431-8700

SAN JOAQUIN

Employment & Economic
Development Department
(209) 468-3500

SAN LUIS OBISPO

San Luis Obispo County
Private Industry Council
(805) 541-4044

SAN MATEO

County of San Mateo Job Training &
Economic Development Division
(415) 802-5171

SANTA BARBARA

Santa Barbara County,
Job Training Network
(805) 346-7650

SANTA CLARA (NOVA)

City of Sunnyvale NOVA
Private Industry Council
(408) 730-7232

SANTA CRUZ

County of Santa Cruz,
Human Resource Agency
(408) 454-4080

SHASTA

Shasta County,
Private Industry Council
(916) 246-7911

SOLANO

Private Industry Council
of Solano County
(707) 864-3370

SONOMA

Sonoma County,
PIC/Job Training Office
(707) 547-5550

STANISLAUS

Private Industry Council
of Stanislaus County
(209) 558-2112

TULARE

Tulare County,
Private Industry Council
(209) 737-4246

VENTURA

County of Ventura,
Workforce Development
Division-JTPA
(805) 988-1533

10/3/97

THIS IS THE PLACE...

for
California Labor Market
and
Occupational Information
on the
Internet

<http://www.calmis.cahwnet.gov>

The Labor Market Information Division of the California Employment Development Department is proud to unveil their Internet home page. The website provides Internet access to over 1,000 data files. Other EDD services can be reached by linking from this page or directly by accessing the following:

<http://www.edd.cahwnet.gov>

The Labor Market Information files are organized by geography or into the following subject areas and contain the information in most of our publications.

Ready Reference

Local LMI area analysts (including e-mail); local partners for the California Cooperative Occupational Information System; publications available; Glossary of LMI Terms.

Agriculture Bulletin (Last update: December 1996)

The monthly publication - California Agricultural Bulletin.

Demographics

Social & Economic Data, statewide census data, and income statistics.

Employment by Industry

Current, historical and projected employment by industry, hours and earnings, and size of firm data.

Labor Force (Unemployment Rate)

Monthly/annual average current and historical labor force (employment, unemployment and unemployment rate) by county, Metropolitan Statistical Area, and the state; labor market conditions in California.

Occupations

Projections of employment by occupation, the *Digest of Licensed Occupations*, the *California Occupational Guides* and the *Emerging Guides*; the *Occupational Guide Wage Supplement* and the *Important Job Skills for California's Top Fifty Occupations*.

For more information contact the Labor Market Information Division at (916) 262-2162 or the local analyst for Fresno, Madera, Merced and Mariposa Counties, Carla Barnes, at (209) 244-7716.

Interesting Internet Web Sites

Government Sites

EDD Home Page

<http://www.edd.cahwnet.gov/>

California State Home Page

<http://www.ca.gov/>

One-Stop Career Center System

<http://www.govtech.net/>

Mother Lode: The Job Connection

<http://www.jobconnect.org>

Government Technology

<http://www.govtech.net/>

California Department of Finance

<http://www.dof.ca.gov>

California State Job Training Coordinating Council

<http://www/sjtcc.cahwnet.gov/>

California Occupational Information Coordinating Committee Home Page

<http://www.soicc.ca.gov>

State and Local Governments

<http://lcweb.loc.gov/global/state/stategov.html>

Government: States

<http://www.yahoo.com/Government/States/>

Dear Information User:

The local efforts which produce this Occupational Outlook Report from the California Cooperative Occupational Information System (CCOIS) are supported financially by state and local agencies and employers. Your response to the following questions will help us to ensure our customers are satisfied with our products. Simply fold the postage-paid form in thirds, tape the bottom, and drop in a mailbox.

Please enter the report issue year on the line next to the Occupational Outlook Report you are evaluating:

<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>
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		___ Counties		
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Please rank from 1-3 (1 being the highest) how your organization uses CCOIS information:

___ Career Counseling	___ Research Tool
___ Classroom Training/Course Program/Planning	___ Business Location/Expansion
___ Compensation Decision	___ Economic Development
___ JTPA/GAIN/Rehab/etc., Plan/Requirement	___ Other (specify) _____
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Please rank from 1-3 (1 being the highest) the part(s) of the OOR(s) you use the most:

___ Wages and Benefits	___ Trends/Projections	___ Training, educational requirements, experience	___ Supply/Demand
___ Employment Industries	___ Skill Importance	___ Other (specify) _____	

Please tell us, using specifics, what the value of our information is to you and/or your organization (e.g. cost savings; number of surveys avoided; number of training programs added, modified, or deleted; number using the information; etc.):

What are your unmet needs?

What type of organization best describes your organization (**SELECT ONE**):

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<input type="checkbox"/> Community College	<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Public Rehabilitation Agency
<input type="checkbox"/> College/University	<input type="checkbox"/> Other Private Business (specify) _____	<input type="checkbox"/> Welfare/GAIN
<input type="checkbox"/> Adult Vocational Education (other than Community College)		<input type="checkbox"/> Other Government/Non-Profit (specify) _____
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Local Training Providers

The following pages contain Information on occupational training programs offered in Amador, Calaveras, Mariposa, and Tuolumne counties for the occupations surveyed in 1997. Job seekers and employment/career counselors can use this directory as a first-step reference when seeking training resources within the survey area for these occupations.

An earnest effort was made to include all occupational training sources in the survey area for the occupations surveyed in 1997. However, if a provider did not respond after three attempts, the training provider was not included in the directory.

Program listings include the site of training, address, telephone number, general and special needs services, average length of training, required number of units for community college certification, what is received upon completion, target students for the program, and occupations for which training is provided.

The reader can obtain information about training sources in adjacent counties (San Joaquin, Stanislaus, Merced, Sacramento) or any other county by contacting the CCOIS office in that county. The CCOIS Local Partners are listed on page 97 of the **Occupational Outlook** report.

Additional California state training information can be obtained electronically through the Enhanced State Training Inventory using LMID's home page number on the Internet:

<http://www.calmis.cahwnet.gov>.

Data for this directory was collected during the winter and spring of 1997. Because educational program information changes frequently, users should contact individual training providers directly for information updates.

We are grateful to those who graciously assisted us with this project: training provider administrators, teachers, counselors, and assistants who answered our many telephone calls and questionnaires; local advisory committee members for their valuable technical advice.

We hope you find this directory useful.

Local Training Providers (continued)

Training *is* provided in the Consortium for these occupations:

Automotive Mechanics	Amador County Unified School District, 104 Calaveras County Regional Occupational Program, 105 Columbia College, 107 Tuolumne County Regional Occupational Programs, 110
Cooks - Short Order	Columbia College, 108 Tuolumne County Regional Occupational Programs, 111
Emergency Medical Technicians - I	Columbia College, 108
Emergency Medical Technicians - Paramedic	American Legion Ambulance Service, 104
Guards and Watch Guards	Calaveras County Regional Occupational Program, 106
Salespersons-Retail (Except Vehicle Sales)	Tuolumne County Regional Occupational Programs, 111
Secretaries, Medical	Columbia College, 109 Computer Career Training, 109 Mariposa Regional Occupational Program, 110 Tuolumne County Regional Occupational Programs, 111
Welfare Eligibility Workers & Interviewers	Columbia College, 108

Training *is not* provided within the Consortium for these occupations:

Dieticians and Nutritionists
Dispatchers - Police, Fire, and Ambulance
Insurance Policy Processing Clerks
Loan and Credit Clerks
Nursery Workers
Pest Controllers and Assistants
Reporters and Correspondents
Surgical Technicians
Teachers - Elementary School
Teachers - Secondary School
Tree Trimmers
Veterinary Assistants
Veterinary Technicians and Technologists

Local Training Providers (continued)

AMADOR COUNTY REGIONAL OCCUPATIONAL PROGRAMS

Amador County Unified School District

217 Rex Avenue, Jackson, CA 95642

(209) 267-5244

Available Services:

Counseling
Vocational Assessment

Services for Special Needs:

Department of Rehabilitation
GAIN
Special Education
Workability

Auto Service

Site/s: Amador High School

330 Spanish Street, Sutter Creek, CA 95685

(209) 267-5244

Average time to complete program

Open-entry, open-exit
Received upon completion
Target Students

1 Year

No
Certificate
High School, Adults

Training prepares students for following entry level occupations:

Automobile mechanic; automobile service-station mechanic; tune-up mechanic; brake repairer;
transmission mechanic; automobile radiator mechanic

AMERICAN LEGION AMBULANCE SERVICE

PO Box 480, Sutter Creek, CA 95685

(209) 223-2963

Available Services:

Counseling Services
Vocational Assessment

Services for Special Needs:

None listed

Emergency Medical Technician, Paramedic

Site/s: American Legion Building

12134 Airport Road, Sutter Creek, CA 95685

(209) 223-2963

Prerequisite: EMT-I Certificate, one year experience

Average time to complete program

Open-entry, open-exit
Received upon completion
Target Students

14 Months

No
Certificate
Adults

Training prepares students for following entry level occupations:

Ambulance Service Paramedic, Fire Service Paramedic

Local Training Providers (continued)

CALAVERAS COUNTY REGIONAL OCCUPATIONAL PROGRAM

P.O. Box 208, Altaville, CA 95221
(209) 736-8365

Available Services:

Counseling
Vocational Assessment

Services for Special Needs:

Special Education
Workability

Automotive/Combination

Site/s: Bret Harte High School
364 Murphys Grade Rd
P.O. Box 208, Altaville, CA 95221
(209) 736-8365

Average time to complete program

Open-entry, open-exit
Received upon completion
Target Students

360 hours

No
Certificate
High School (minimum 16 yrs of age)

Training prepares students for following entry level occupations:

Inspection stations technician, mechanic, tune-up and service technician

Automotive

Site/s: Calaveras High School
350 High School Rd
P.O. Box 607, San Andreas, CA 95249
(209) 754-1811 ext 5313

Average time to complete program

Open-entry, open-exit
Received upon completion
Target Students

180 hours

Yes
Certificate
High School (minimum 16 yrs of age)

Training prepares students for following entry level occupations:

Inspection stations technician, mechanic, tune-up and service technician

Local Training Providers (continued)

CALAVERAS COUNTY ROP (continued)

Law Enforcement

Site/s: Calaveras High School
350 High School Rd
P.O. Box 607, San Andreas, CA 95249
(209) 754-1811 ext 5313

<i>Average time to complete program</i>	<i>360 hours</i>
Open-entry, open-exit	Yes
Received upon completion	Certificate
Target Students	High School, Adults

Training prepares students for following entry level occupations:
Security Officer, Academy of Law Enforcement

Local Training Providers (continued)

COLUMBIA COLLEGE

11600 Columbia College Drive, Sonora, CA 95370
(209) 588-5100

Available Services:

*Cooperative Work Experience
Counseling
English as a Second Language
Financial Aid
Job Placement
Re-Entry Student Services
Tutorial Program
Veterans Services
Vocational Assessment
Work-Study Program*

Services for Special Needs:

*Extended Opportunity Programs and Services
(EOPS)*

Disabled Students Program Services (DSPS)

Learning Disabilities Program

Automotive Technology, General Auto Repair

Total Required Units

42-43

Average time to complete program

4 semesters

Open-entry, open-exit

No

Received upon completion

Certificate

Target Students

HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:

General automotive technician

Automotive Technology, Engine Repair & Engine Performance

Total Required Units

21

Average time to complete program

2 semesters

Open-entry, open-exit

No

Received upon completion

Certificate

Target Students

HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:

Tune-up and drivability technician; engine rebuilding technician

Local Training Providers *(continued)*

COLUMBIA COLLEGE *(continued)*

Emergency Medical Services

Total Required Units	13
Average time to complete program	1 semester
Open-entry, open-exit	No
Received upon completion	Certificate
Target Students	HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:

Firefighter, ambulance attendant, safety officer, ski patrol, lifeguard, emergency medical technician

Hospitality Management, Chef

Total Required Units	31.5
Average time to complete program	2 to 3 semesters
Open-entry, open-exit	No
Received upon completion	Certificate
Target Students	HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:

Chef

Hospitality Management, Dinner Line Cook

Total Required Units	18.5
Average time to complete program	1 to 2 semesters
Open-entry, open-exit	No
Received upon completion	Certificate
Target Students	HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:

Line cook

Human Services

Total Required Units	29-31
Average time to complete program	2 to 3 semesters
Open-entry, open-exit	No
Received upon completion	Certificate
Target Students	HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:

Social services worker

Local Training Providers *(continued)*

COLUMBIA COLLEGE *(continued)*

Office Technology, Administrative Assistant

<i>Total Required Units</i>	36
Average time to complete program	3 to 4 semesters
Open-entry, open-exit	No
Received upon completion	Certificate
Target Students	HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:
Clerk I, II; secretary I; administrative assistant I; receptionist

Office Technology, Medical Office

<i>Total Required Units</i>	34
Average time to complete program	3 to 4 semesters
Open-entry, open-exit	No
Received upon completion	Certificate
Target Students	HS/equiv graduates, re-entry students

Training prepares students for following entry level occupations:
Medical office: clerk, receptionist, secretary, or transcriptionist

COMPUTER CAREER TRAINING

13931 Mono Way, Sonora, CA, 95370
(209) 536-1702 Fax: (209) 532-0632

Available Services:
On site training as requested

Services for Special Needs:
None listed

Computerized Medical Front Office

<i>Average time to complete program</i>	6 months
Open-entry, open-exit	Yes
Received upon completion	Certificate
Target Students	High School, Adults, Youth

Training prepares students for following entry level occupations:
Secretary, front office receptionist, computer operator, management trainee, clerk, word processor, general office positions.

Computerized Secretarial

<i>Average time to complete program</i>	5 months
Open-entry, open-exit	Yes
Received upon completion	Certificate
Target Students	High School, Adults, Youth

Training prepares students for following entry level occupations:
Medical secretary, medical front office receptionist, management trainee, medical transcriptionist, medical billing clerk, general medical office positions.

Local Training Providers (continued)

MARIPOSA COUNTY REGIONAL OCCUPATIONAL PROGRAM

Mariposa County Unified School District

5081 Highway 140, P.O. Box 8, Mariposa, CA 95338
(209) 966-3691

Site/s: Mariposa High School
5074 Old Highway North
P.O. Box 127, Mariposa, CA 95338
(209) 966-3663

Available Services:

Vocational Assessment

Services for Special Needs:

Department of Rehabilitation
GAIN
Special Education
Workability

General Office Occupations

Average time to complete program

Open-entry, open-exit
Received upon completion
Target Students

600 hours (2 semesters)

Yes
Certificate
Adults

Training prepares students for following entry level occupations:

General office clerk, entry level secretary, computer operator

TUOLUMNE COUNTY REGIONAL OCCUPATIONAL PROGRAMS

Consortium member of:

Stanislaus, Tuolumne, Mono Regional Occupational Programs
Stanislaus County Department of Education
801 County Center Three Court, Modesto, CA 95355
(209) 525-4900

Available Services:

Counseling
Placement
Vocational Assessment

Services for Special Needs:

Department of Rehabilitation
GAIN
Special Education
Workability

Auto Tune Up

Site/s: Sonora High School
430 N. Washington Street, Sonora, CA 95370
(209) 532-5511, Ext. 115

Summerville High School
17555 Tuolumne Road, Tuolumne, CA 95379
(209) 928-4228

Average time to complete program

Open-entry, open-exit
2 + 2 Agreement
Received upon completion
Target Students

10 to 20 months

Yes
No
Certificate
High School

Training prepares students for following entry level occupations:

Lube, apprentice, or tune-up mechanic; brake repair; tire installer; service station mechanic; general auto maintenance, farm repair, fire shop, auto technician

Local Training Providers (continued)

TUOLUMNE COUNTY ROP (continued)

Food Services

Site/s: Summerville High School
17555 Tuolumne Road, Tuolumne, CA 95379
(209) 928-4228

Average time to complete program	4 semesters
Open-entry, open-exit	Yes
2 + 2 Agreement	No
Received upon completion	Certificate
Target Students	High School

Training prepares students for following entry level occupations:

Fast food cook, dinner chef, institutional food, salad prep, bus boy, fry cook prep, cook's assistant

Office Occupations

Site/s: Sonora High School 430 N. Washington Street, Sonora, CA 95370 (209) 532-5511, Ext. 115	Summerville High School 17555 Tuolumne Road, Tuolumne, CA 95379 (209) 928-4228
---	--

Average time to complete program	2 semesters
Open-entry, open-exit	Yes
2 + 2 Agreement	Yes
Received upon completion	Certificate
Target Students	High School, Adults

Training prepares students for following entry level occupations:

Clerk-typist; receptionist; secretary; medical, legal, insurance or general office worker

Retail Sales, Merchandising

Site/s: Sonora High School 430 N. Washington Street, Sonora, CA 95370 (209) 532-5511, Ext. 115	Summerville High School 17555 Tuolumne Road, Tuolumne, CA 95379 (209) 928-4228
---	--

Average time to complete program	2 Semesters
Open-entry, open-exit	Yes
2 + 2 Agreement	No
Received upon completion	Certificate
Target Students	High School

Training prepares students for following entry level occupations:

Retail sales clerk, cashier/checker, grocery courtesy clerk, catalog/credit clerk, visual merchandising clerk

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